



Ft. Smith Terminal

Spill Response Plan Terminals

Developed by:



TECHNICAL RESPONSE PLANNING
CORPORATION

SECTION 1 INTRODUCTION

Last revised March 2 2011

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Figure 1 3 Ft Smith Terminal Information Summary

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1 1 Purpose / Scope of Plan

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FIGURE 1 1 RECORD OF CHANGES

Changes to this Plan will be documented on this page. Plan review and modifications will be initiated and coordinated by the Environmental Health Safety and Security Department (EHS&S) in conjunction with the Area Supervisor/Manager of Operations.

DATE OF CHANGE	DESCRIPTION OF CHANGE	PAGE NUMBER
11/11/2010	Section 1 Figure 1 2	
11/11/2010	Appendix D 8 and Figure D 8 1	
11/11/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
11/11/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
12/16/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
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12/16/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
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12/16/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
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12/16/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
12/17/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	

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12/17/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
12/17/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
12/17/2010	Appendix D 7	
12/17/2010	Appendix C Figure C 4 and ERAP Figure 5 3	
12/17/2010	Appendix C Figure C 4 and ERAP Figure 5 3	
12/21/2010	Section 1 3	
12/21/2010	Section 1 Figure 1 2	
12/22/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
12/22/2010	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2	
1/5/2011	Section 3 Figure 3 1 3 and ERAP Figure 3 2	
2/24/2011	Appendix C Figure C 4 and ERAP Figure 5 3	
2/24/2011	Appendix C Figure C 14	

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DATE OF CHANGE	DESCRIPTION OF CHANGE	PAGE NUMBER
2/24/2011	Section 3 Figure 3 1 3 Appedix A Figure A 2 3 and ERAP Figure 3 2 from Company Personnel Import	
3/2/2011	Section 1 Figure 1 3	
3/2/2011	Appendix D 7	
3/2/2011	Appendix D 7	
3/2/2011	Appendix C Figure C 6 and ERAP Figure 5 1	
3/2/2011	Appendix C Figure C 6 and ERAP Figure 5 1	

FIGURE 1 2 DISTRIBUTION LIST

Paper copies of this plan are located in the facility office and are accessible to facility employees and online versions of the plans are available to all employees with computer access

PLAN HOLDER	ADDRESS	NUMBER OF COPIES		INITIAL DISTRIBUTION DATE
		PAPER	ELECTRONIC	
Fort Smith Terminal	8101 Highway 71 South Fort Smith AR 72903	1	0	12/22/10
EPA Region VI Contingency Planning Section (62 EP)	1445 Ross Avenue Dallas TX 75202 2733	0	1	12/22/10
Magellan Midstream Partners L P Tulsa Office / Environmental Specialist	P O Box 22186 MD 27 3 Tulsa Ok 74121 2186	1	1	12/22/10
Manager of Operations Control	One Williams Center MD31 Tulsa OK 74172	0	1	Online Access
Acme Products Company	2666 N Darlington Tulsa OK 74115	0	1	12/22/10
Technical Response Planning Corporation	Access to Planning System Online Houston TX	0	1	Online Access
USES	1309 North Hills Blvd North Little Rock AR 3754	1	0	12/22/10

FIGURE 1 3 FT SMITH TERMINAL INFORMATION SUMMARY

24 Hour Numbers

Owner/Operator	Magellan Pipeline Company L P One Williams Center P O Box 22186 Tulsa OK 74121 2186		
Owner Telephone	918 574 7440		
Facility Name	Ft Smith Terminal		
Facility Address	8101 Highway 71 South Ft Smith AR 72903		
Facility Latitude/Longitude	35 18 34 N / 94 23 38 W		
Facility Telephone/Fax	(479) 646 1721 /		
Facility FRP #	06 AR 00053		
Qualified Individuals (Refer to APPENDIX A FIGURE A 2 3 for QI Training Records)		Work	Home
	Buddy Cronk Supv Area 501/945 2991 (Office) (b) (6) (Home)	2725 Central Airport Road North Little Rock AR 72117	(b) (6)
	Chris Niblett Operator Sr 479/646 1721 (Office)	8101 Hwy 71 South Ft Smith AR 72903	
Description of Facility	Onshore storage and transportation facility		

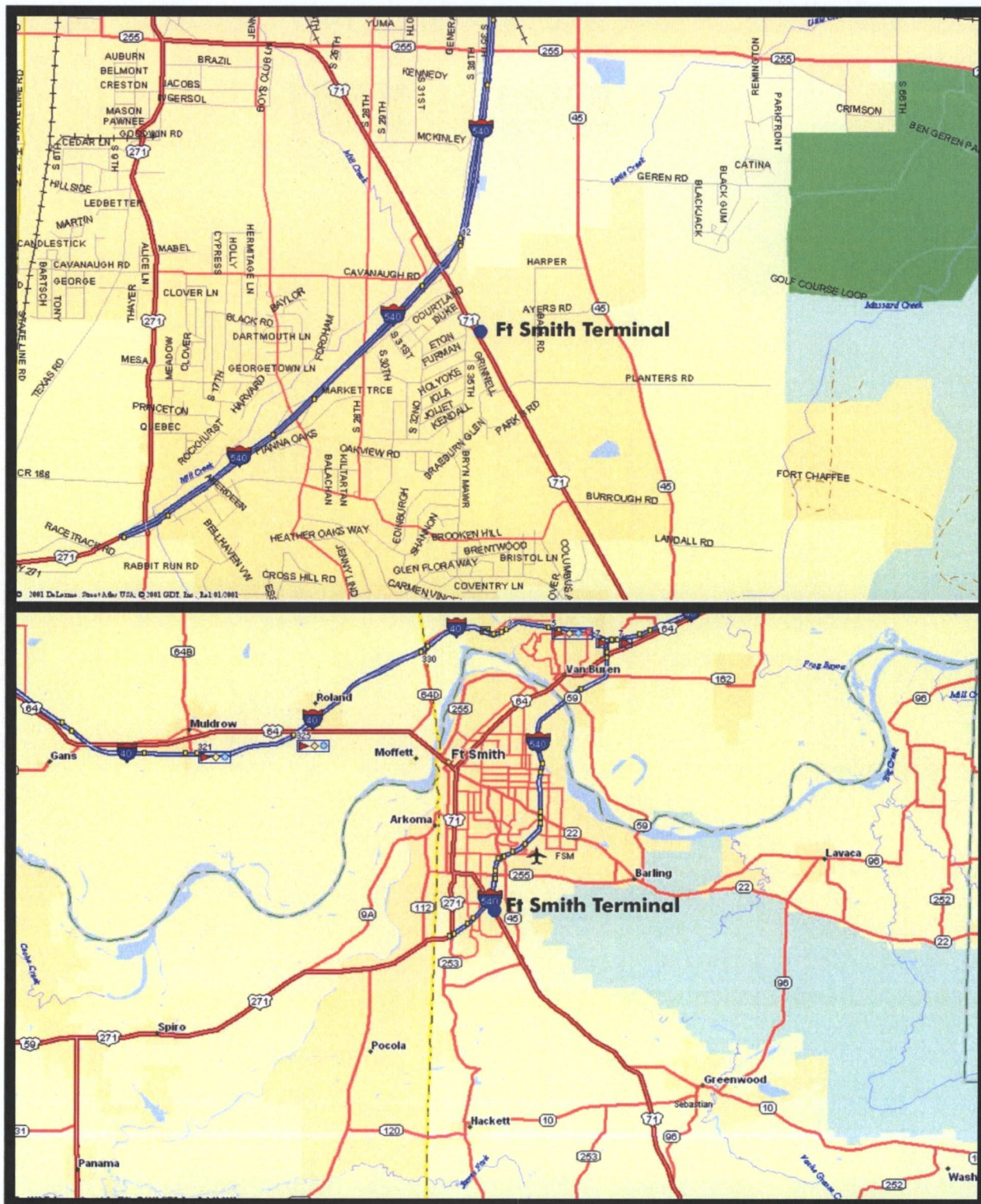
FIGURE 1 3 FT SMITH TERMINAL INFORMATION SUMMARY CONTINUED

Facility Data	Location (Address and County)	Hours of Operations/ Manning	Throughput	Date of Startup	Wellhead Protection Area
	8101 Highway 71 South Ft Smith Sebastian County AR 72903	M/F 7 30 am/3 30 PM M/F 24 hr access for keyed loading	Approximately 32 250 bbl/day	1954	No
Date and Type of Substantial Expansion					
The only facility expansions that have occurred are additions of various tanks Refer to FIGURE C 4 for tank data					
Current Operations					
The major operations ongoing at the facilities are interstate pipeline transportation above ground storage and distribution of refined petroleum products Refined petroleum products are received from an interstate pipeline and then subsequently loaded by drivers into highway vehicles for further distribution utilizing an automated loading rack Approximately 200 350 611 gallons of gasoline 106 304 044 gallons of distillate are transferred across the loading rack on an annual basis In addition the facilities receive deliveries of other bulk motor fuel additives from highway vehicles By products such as water and off specification product are transported off site by highway vehicles for recycling or re use					
Spill Detection and Mitigation Procedures	Refer to SECTION 2 and APPENDIX D				
Date Prepared	February 2011				

The information contained in this Plan is intended to be used as guidelines for the spill responder Actual circumstances will vary and will dictate the procedures to be followed some of which may not be included in this manual

NOTE For further information on the Qualified Individuals training and qualifications refer to **SECTION 4 5** and **APPENDIX A 2** in this Plan

FIGURE 1-4 - FACILITY AREA MAP



1.1 PURPOSE / SCOPE OF PLAN

The purpose of this Spill Response Plan (Plan) is to provide guidelines to quickly, safely, and effectively respond to a spill. The Facility is owned and operated by Magellan Pipeline Company, L.P., herein referred to as "Company".

This Plan is intended to satisfy the requirements of the Oil Pollution Act of 1990 (OPA 90) and has been prepared in accordance with the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) and applicable Area Contingency Plans (ACP), EPA Region VI Regional Contingency Plan. Specifically, this Plan is intended to satisfy:

- U.S. Environmental Protection Agency (EPA) requirements for an OPA 90 plan (40 CFR 112.20)
- EPA requirements for a Spill Prevention Control and Countermeasures (SPCC) Plan (40 CFR 112.7)
- Occupational Safety and Health Administration (OSHA) requirements for emergency response plans (EAP and ERP) (29 CFR 1910)

1 2 PLAN REVIEW AND UPDATE PROCEDURE

In accordance with 40 CFR 112.20 this Plan will be reviewed annually and modified to address new or different operating conditions or information included in the Plan. Company internal policy states that the Plan will be reviewed at least annually and modified as appropriate. In the event the Company experiences a Worst Case Discharge the effectiveness of the plan will be evaluated and updated as necessary. If a new or different operating condition or information would substantially effect the implementation of the Plan the Company will modify the Plan to address such a change and within 60 days of making such a change submit the change to EPA. Examples of changes in operating conditions that would cause a significant change to the Plan include

CONDITIONS REQUIRING REVISIONS AND SUBMISSIONS	EPA
Relocation or replacement of the transportation system in a way that substantially effects the information included in the Plan such as a change to the Worst Case Discharge volume	x
A change in the Facility's configuration that materially alters the information included in the Plan	x
A change in the type of oil handled, stored, or transferred that materially alters the required response resources	x
A change in key personnel (Qualified Individuals)	x
Material change in capabilities of the Oil Spill Removal Organization(s) (OSROs) that provide equipment and personnel	x
Material change in the Facility's spill prevention and response equipment or emergency response procedures	x
Any other changes that materially affect the implementation of the Plan	x

All requests for changes must be made through the Plan Coordinator and will be submitted to EPA by the Environmental Health Safety and Training Department (EHS&T)

13 AGENCY SUBMITTAL / APPROVAL LETTERS

[Click here to view the file](#)



Environmental Department
One Williams Center
P O Box 22186 MD 27 3
Tulsa OK 74121 2186

September 11, 2007

Mr Don Smith
U S Environmental Protection Agency Region 6
(6SF RP)
1445 Ross Avenue
Dallas TX 75202 2733

**Subject Facility Response Plan Update for Magellan Pipeline Company L P
Fort Smith Terminal FRP# 06 AR 00053, and Aledo Terminal FRP# 06 TX 0052**

Dear Mr Smith

On behalf of Magellan Pipeline Company L P (MPC) I am herein submitting the updated Facility Response Plan (FRP) for the above reference facilities The FRP has been updated as part of periodic plan maintenance

An electronic version of the FRPs is attached If you would like to discuss the details of this submittal please call me at (918) 574 7309 Please forward all correspondence to my attention at the address indicated above or by email to greg.mcmillan@magellanlp.com

Sincerely

A handwritten signature in black ink that reads "Greg McMillan". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Greg McMillan
Environmental Specialist
Magellan Pipeline Company L P

Enclosure CDs containing Magellan Ft Smith and Aledo Terminal FRPs

13 AGENCY SUBMITTAL / APPROVAL LETTERS

[Click here to view EPA Approval Letter 08 25 09](#)



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION 6
1445 ROSS AVENUE SUITE 1200
DALLAS TX 75202 2733

August 25 2009

Doug Hammer
Magellan Pipeline Co L P
8101 Highway 71 South
Fort Smith AR 72903

RE Fort Smith Terminal FRP-06-AR-00053

Dear Mr Hammer

This letter is to notify you that the United States Environmental Protection Agency (EPA) has approved your Facility Response Plan

All appropriate liability requirements set forth in the Clean Water Act (CWA) 311(j)(5) as amended by the Oil Pollution Act of 1990 are still applicable This regulatory approval was based upon technical review of the plan submissions Please be advised that EPA will continue to monitor your facility s approval status through site inspections and information validation

If EPA determines during its next review or during field verification that the response plan is inadequate or if EPA acquires information which indicates your response plan is inadequate to manage potential discharges EPA will require appropriate revisions to your plan Failure to make such revisions may affect your plan s approved status

If you have any questions concerning this letter please contact my office at 214-665-6489

Sincerely

A handwritten signature in black ink, which appears to read "Donald P. Smith". The signature is written in a cursive, flowing style.

Donald P Smith
Senior On-Scene Coordinator (6SF-PO)

SECTION 2

INITIAL RESPONSE ACTIONS

Last revised January 2005

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Figure 2 1 Initial Response Action Checklist

2 1 Spill Response

Figure 2 1 1 Spill Response Action Checklist

2 1 1 Spill Detection and Mitigation Procedures

Figure 2 1 2 Spill Mitigation Procedures

2 1 2 Spill Surveillance Guidelines

Figure 2 1 3 Spill Surveillance Checklist

2 1 3 Spill Volume Estimating

Figure 2 1 4 Spill Estimation Factors

2 1 4 Estimating Spill Trajectories

2 1 5 Initial Containment Actions

2 1 6 Safety Considerations

2 2 Fire and/or Explosion

2 3 Evacuation

2 4 Medical

2 5 Tornado

2 6 Flood

2 7 Ice/Snow Storm

2 8 Bomb Threat

2 9 Hurricane Preparedness

SECTION 2

INITIAL RESPONSE ACTIONS, CONTINUED

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2 10 Flammable Vapor Cloud Release Response Action Checklist

2 11 Hydrogen Sulfide (H₂S) Release

2 11 1 General Requirements

Figure 2 11 1 Hydrogen Sulfide Effects

Figure 2 11 2 Hydrogen Sulfide Initial Response Action Checklist

2 11 2 Personal Respiratory Protection

FIGURE 2 1 INITIAL RESPONSE ACTION CHECKLIST

To be used in conjunction with Section 2 2 through 2 7

SPECIFIC RESPONSE ACTIONS	COMMENT
First Person On Scene	
Assume the role of Incident Commander until relieved	
Take appropriate personal protective measures	
Notify Emergency Responders (911)	
Alert personnel in the area of any potential threat and/ or initiate evacuation procedures	
Eliminate possible sources of ignition in the vicinity of any spilled product	
Notify the Magellan Spill Reporting Number	
Notify Qualified Individual and if necessary the Operations Control Center	
Qualified Individual	
The Qualified Individual will assume or assign the role of Incident Commander	
Restrict access to the incident scene and surrounding area as the situation demands Take any other steps necessary to minimize any threat to health and safety	
Initiate the appropriate Initial Response Actions (SECTION 2)	
Ensure medical assistance has been requested for any injury	
Ensure the Magellan Spill Reporting Number has been called to make appropriate regulatory notifications	
Verify the type of product and quantity released request/obtain Material Safety Data Sheets as necessary	
Identify/isolate the source and minimize the loss of product	
Coordinate further initial response actions with local supervision and Incident Commander	
Environmental Specialist	
Notify appropriate regulatory agencies per the state reporting matrix and update any significant changes (FIGURE 3 1 3) <ul style="list-style-type: none"> • Send out initial release report to Company personnel • Work assigned role in Spill Management Team as needed • Contact environmental contractors as needed 	

FIGURE 2 1 INITIAL RESPONSE ACTION CHECKLIST CONTINUED

To be used in conjunction with Section 2 2 through 2 7

SPECIFIC RESPONSE ACTIONS	COMMENT
Incident Commander/Qualified Individual	
Activate the Spill Management Team (SMT) as the situation demands (SECTION 4)	
Activate additional response contractors and local response resources as the situation demands (SECTION 3)	
Evaluate the Severity Potential Impact Safety Concerns and Response Requirements based on the initial information provided by the First Person On Scene	
Classify the incident (SECTION 3 1)	
Confirm safety aspects at site including need for personal protective equipment sources of ignition and potential need for evacuation	
If necessary to ensure the safety of employees reduce the potential for accidental ignition or to mitigate further damage take action to safely halt vehicular and/or railroad traffic in the affected area Coordinate all requests for halting railroad traffic through the local police or fire authorities All required vehicular and/or railroad traffic control activities will be conducted with the approval of the local police and/or fire authorities	
Notify Manager of Operations or Director as appropriate Provide incident briefing and coordinate activation of Corporate Spill Management Team (SMT) as the situation demands	
Coordinate/complete additional Internal and External Notifications (SECTION 3)	
Proceed to incident site and direct response and clean up operations	
Designated SMT personnel will immediately respond to an incident at the Facility as the situation demands	
Perform response/cleanup operations as directed or coordinated by the Incident Commander	
Assist as directed at the incident scene	

2 1 SPILL RESPONSE

Emergencies are unplanned significant events or conditions that require time urgent response from outside the immediate or affected area of the incident. Incidents that do not pose a significant safety or health hazard to employees in the immediate vicinity and that can be controlled by employees in the immediate area or affected facility are not classified as emergencies that would invoke the emergency plan.

FIGURE 2 1 1 SPILL RESPONSE ACTION CHECKLIST

RESPONSE ACTION	PERSON TAKING ACTION (INITIALS)	DATE/TIME ACTION TAKEN
First Person to Discover Spill		
Take appropriate action to protect life and ensure safety of personnel. Contact the appropriate local emergency responders or request the office to do so.		
Obtain the information necessary to complete the Release/Spill Report Form (FIGURE 3 1 2) and phone this information to the Magellan Spill Reporting number to make appropriate regulatory notifications.		
Notify the Qualified Individual and if necessary the Operations Control Center.		
Immediately shutdown pipeline (if applicable). Remotely controlled motor operated valves will be closed by the Operations Center as soon as a leak is detected.		
Secure the scene 1 Isolate the spill scene to assure the safety of people and the environment. Establish a SECURITY PERIMETER with barriers, roadblocks and fencing if possible. Keep non essential personnel and onlookers outside the SECURITY PERIMETER. As soon as possible assign security personnel to monitor roadblocks and other barriers. Keep records of arriving responders and to deny entry to unauthorized personnel. 2 Establish an EXCLUSION ZONE encompassing all free liquids, hazardous vapors or any potential hazards such as fire or explosion. As soon as possible define the Hotline with a physical barrier (such as warning tape) and if possible upgrade the hotline to safety fencing as soon as materials are available. 3 All responders inside the SECURITY PERIMETER should wear high visibility reflective vests for identification purposes. 4 Personnel should not be permitted to enter the EXCLUSION ZONE unless they are wearing appropriate PPE and have been directed by the Incident Commander to cross the Hotline.		
Qualified Individual		
Assume role of Incident Commander until relieved.		
Conduct preliminary assessment of health and safety hazards.		
Evacuate non essential personnel, notify emergency response agencies to provide security and evacuate surrounding area (if necessary).		
Notify Local Emergency Responders if necessary.		
Call out spill response contractors (FIGURE 3 1 3).		

FIGURE 2 1 1 SPILL RESPONSE ACTION CHECKLIST CONTINUED

RESPONSE ACTION	PERSON TAKING ACTION (INITIALS)	DATE/TIME ACTION TAKEN
Qualified Individual Continued		
If safe to do so direct facility responders to shut down potential ignition sources in the vicinity of the spill including motors electrical pumps electrical power etc Keep drivers away from truck rack if spill occurs there		
If safe to do so direct facility responders to shut down and control the source of the spill Be aware of potential hazards associated with product and ensure that lower explosive limits (LELs) are within safe levels before sending personnel into the spill area		
If safe to do so direct facility responders to stabilize and contain the situation This may include berming or deployment of containment and/or sorbent boom		
For low flash oil (<100°F) consider applying foam over the oil using water spray to reduce vapors grounding all equipment handling the oil and using non sparking tools		
If there is a potential to impact shorelines consider lining shoreline with sorbent or diversion boom to reduce impact		
Environmental Specialist		
Notify appropriate regulatory agencies per the state reporting matrix and update any significant changes (FIGURE 3 1 3)		
Send out initial release report to Company personnel		
Work assigned role in spill management team as needed		
Contact environmental contractors as needed		
Incident Commander/Qualified Individual		
Activate all or a portion of Spill Management Team (SMT) (as necessary) Environmental Specialist will maintain contact with notified regulatory agencies		
Ensure the SMT has mobilized spill response contractors (if necessary) It is much better to demobilize equipment and personnel if not needed than to delay contacting them if they are needed		
Document all response actions taken including notifications agency/media meetings equipment and personnel mobilization and deployment and area impacted (Refer to SECTION 5 for documentation)		
Initiate spill tracking and surveillance operations Determine extent of pollution via surveillance aircraft or vehicle Estimate volume of spill utilizing information in SECTION 2 2 and SECTION 2 3 Send photographer / videographer if safe		

FIGURE 2 1 1 SPILL RESPONSE ACTION CHECKLIST CONTINUED

RESPONSE ACTION	PERSON TAKING ACTION (INITIALS)	DATE/TIME ACTION TAKEN
SECONDARY RESPONSE ACTIONS (Refer to SMT job descriptions in SECTION 4 6)		
FACILITY SPECIFIC RESPONSE CONSIDERATIONS (Refer to SECTION 6 for maps and sensitivity information)		
SITE SPECIFIC ACTIONS		
DOCUMENT ALL ACTIONS TAKEN	INITIALS	
First Priority		
Account for all personnel and visitors		
Identify and assess fire/safety hazards		
Second Priority		
Secure spill source if possible		
Assure all required notifications are conducted		
Secure all drainage leading from facility		
Third Priority		
Facility drainage and secondary containment will be adequate to contain a spill of small or medium size thus preventing a release from reaching Mill Creek Once the spill has been contained resources are present at the Facility to recover spilled product safety permitting		
If unable to contain spill to facility property refer to SECTION 6 8 of the FRP or SECTION 7 0 of the ERAP for location of Valved Pipe Flow Through Dam Strategy 3 miles northwest of facility as shown in Tactical Worksite One		
If fresh water supply could be impacted and LEPC has not confirmed that they will contact the local water utilities then call the number in the plan for the Ft Smith Water Utility		
There is a XXXX gallon oil/water separator that does not count towards overall storage capacity nor is it considered an underground storage container as its intent is not oil storage Rather it is considered a process flow through tank The separator is checked daily during facility preventative maintenance inspections		
Once deployment of response equipment has been completed initiate recovery of product		
Upon arrival of SMT assure all information is accurate and complete prior to being released		
Assure proper documentation has been completed from initial discovery of spill to finish reference SECTION 5 in the Spill Response Plan		

FIGURE 2 1 1 SPILL RESPONSE ACTION CHECKLIST, CONTINUED

RESPONSE ACTION	PERSON TAKING ACTION (INITIALS)	DATE/TIME ACTION TAKEN
Cold Weather Response		
<p>PPE is essential use a layered approach</p> <ul style="list-style-type: none"> • Base Layer lightweight snug fitting and has the ability to wick perspiration away from the body (silk polypropylene etc) • Mid Layer insulating and wicking material (fleece wool microfiber etc) • Waterproof Outer Layer wind proof water repellant material breathable (nylon gore tex down etc) • Footwear thin socks (nylon silk wool) heavier socks (wool) overboots (rubber waterproof & insulated) • Hand and Head Protection layer with liners and waterproof shells as appropriate 40 80% of heat loss is through the head (gore tex fleece wool down etc) <p>Remember the COLD method Clean (keep insulating layers clean) Overheating (adjust layers of clothing as needed) Loose Layers (wear several layers that don't impede circulation) Dry (stay dry avoid cotton)</p>		
<p>Watch for signs of hypothermia (shivering apathy slurred speech confusion poor coordination and unconsciousness) Call for medical assistance if symptoms are present</p>		
<p>If spill involves a water body assess water body conditions including</p> <ul style="list-style-type: none"> • Location of release and product • Current and direction of movement (spill movement will be slower under ice) 		
<p>Conducting oil recovery operations on iced bodies of water can be dangerous Only personnel or OSROs trained in cold weather response tactics should undertake this type of effort</p>		
<p>Rules and Tactics for Ice recovery operations by trained and qualified personnel</p> <ul style="list-style-type: none"> • Always use a buddy system and wear harnesses when working on ice • Do not stand over slotted ice • Determine thickness of ice (A powered auger can be used to determine ice conditions) Note River Ice will be less stable than Lake Ice • Slotting involves cutting and removing ice blocks at a 30 degree angle to the current The end of the slot should be wide enough to house an oil skimmer • Slots should be cut with a slight J curve to provide current slow toward the shoreline recovery area • Effective barriers can be installed by augering holes next to each other and installing plywood sheets to divert product to a sump area 		

FIGURE 2 1 1 SPILL RESPONSE ACTION CHECKLIST CONTINUED

RESPONSE ACTION	PERSON TAKING ACTION (INITIALS)	DATE/TIME ACTION TAKEN
Cold Weather Response		
Snow can absorb released product Depending on the moisture content of the snow it can act as a wick pulling product away from the release site Impacted snow can be addressed by techniques including <ul style="list-style-type: none">• Temporary storage in a side dump to reduce or eliminate any leakage from melting snow or product• Stockpiling under a rack so melt water and product drain to a sump• Using a "thawzall" heating system to melt snow stockpiled under a rack or in a side dump		
Well compacted snow lined with plastic can be used as a berming material		
Employ standard spill response procedures including <ul style="list-style-type: none">• Establish incident command• Making proper notifications• Identify and Isolate the source• Monitor weather conditions• Use appropriate PPE• Monitor vapors• Establish site control		

2 1 1 Spill Detection and Mitigation Procedures

See **APPENDIX D 3** for spill detection protocols

Each spill mitigation situation is unique and must be treated according to the circumstance present. In every situation, however, personnel safety must be assessed as the first priority. The potential for ignition and/or toxic exposure must be promptly evaluated. Spill mitigation procedures are listed in **FIGURE 2 1 1**. Discharge volume calculations are provided in **APPENDIX D**.

FIGURE 2 1 2 SPILL MITIGATION PROCEDURES

TYPE	MITIGATION PROCEDURE
Failure of Transfer Equipment	<ol style="list-style-type: none"> 1 Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk. 2 Terminate transfer operations and close block valves. 3 Drain product into containment areas if possible. 4 Eliminate sources of vapor cloud ignition by shutting down all engines and motors.
Tank Overfill/Failure	<ol style="list-style-type: none"> 1 Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk. 2 Shut down or divert source of incoming flow to tank. 3 Transfer fluid to another tank with adequate storage capacity (if possible). 4 Shut down source of vapor cloud ignition by shutting down all engines and motors. 5 Ensure that dike discharge valves are closed. 6 Monitor diked containment area for leaks and potential capacity limitations. 7 Begin transferring spilled product to another tank as soon as possible.
Piping Rupture/Leak (under pressure and no pressure)	<ol style="list-style-type: none"> 1 Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk. 2 Shut down pumps. Close the closest block valves on each side of the rupture. 3 Drain the line back into contained areas (if possible). Alert nearby personnel of potential safety hazards. 4 Shut down source of vapor cloud ignition by shutting down all engines and motors. 5 If piping is leaking and under pressure, then relieve pressure by draining into a containment area or back to a tank (if possible). Then repair line according to established procedures.
Fire/Explosion	<ol style="list-style-type: none"> 1 Personnel safety is the first priority. Evacuate nonessential personnel or personnel at risk of injury. 2 Notify local fire and police departments. 3 Attempt to extinguish fire if it is in incipient (early) stage and if it can be done safely. 4 Shut down transfer or pumping operation. Attempt to divert or stop flow of product to the hazardous area (if it can be done safely). 5 Eliminate sources of vapor cloud ignition by shutting down all engines and motors. 6 Control fire before taking steps to contain spill. <p>See also fire/explosion response steps in SECTION 2 2</p>
Manifold Failure	<ol style="list-style-type: none"> 1 Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk. 2 Terminate transfer operations immediately. 3 Isolate the damaged area by closing block valves on both sides of the leak/rupture. 4 Shut down source of vapor cloud ignition by shutting down all engines and motors. 5 Drain fluids back into containment areas (if possible).

2 1 2 Spill Surveillance Guidelines

- Surveillance of an oil spill should begin as soon as possible following discovery to enable response personnel to assess spill size movement and potential impact locations
- Dispatch observers to crossings downstream or down gradient to determine the spills maximum reach
- Clouds shadows sediment floating organic matter submerged sand banks or wind induced patterns on the water may resemble an oil slick if viewed from a distance
- Use surface vessels to confirm the presence of any suspected oil slicks (if safe to do so) consider directing the vessels and photographing the vessels from the air the latter to show their position and size relative to the slick
- It is difficult to adequately observe oil on the water surface from a boat dock or shoreline
- Spill surveillance is best accomplished through the use of helicopters or small planes helicopters are preferred due to their superior visibility and maneuverability
- If fixed wing planes are to be used high wing types provide better visibility than low wing types
- All observations should be documented in writing and with photographs and/or videotapes
- Describe the approximate dimensions of the oil slick based on available reference points (i.e. vessel shoreline features facilities) use the aircraft or vessel to traverse the length and width of the slick while timing each pass calculate the approximate size and area of the slick by multiplying speed and time
- Record aerial observations on detailed maps such as topographic maps
- In the event of reduced visibility such as dense fog or cloud cover boats may have to be used to patrol the area and document the location and movements of the spill however this method may not be safe if the spill involves a highly flammable product
- Surveillance is also required during spill response operations to gauge the effectiveness of response operations to assist in locating skimmers and assess the spill's size movement and impact
- An Spill Surveillance Checklist is provided in **FIGURE 2 1 3**

FIGURE 2 1 3 SPILL SURVEILLANCE CHECKLIST

Record your observations of spilled oil either in a notebook or directly on a chart of the area under observation. This checklist is an aid for organizing your observations.

General Information	
Date	Tidal or river stage (flood ebb slack low water)
Time	On scene weather (wind sea state visibility)
Incident name	Platform (helicopter fixed wing aircraft boat)
Observer's name	Flight path/trackline
Observer's affiliation	Altitude where observation taken
Location of source (if known)	Areas not observed (i.e. foggy locations restricted air spaces shallow water areas)
Oil Observations	
Slick location(s)	Color and appearance (i.e. rainbow dull or silver sheen black or brown in color or mousse)
Slick dimensions	Percent coverage
Orientation of slick(s)	Is oil recoverable (Y/N)?
Distribution of oil (i.e. windrows streamers pancakes or patches)	
Considerations	
<ul style="list-style-type: none"> • During surveillance flights travel beyond known impacted areas to check for additional oil spill sites • Include the name and phone number of the person making the observations • Clearly describe the locations where oil is observed and the areas where no oil has been seen 	
Other Observations	
Response Operations	
Equipment deployment (general locations where equipment is working and whether they are working in the heaviest concentration of oil)	
Boom deployment (general locations of boom whether the boom contains oil and whether the oil entrains under the boom)	
Environmental Observations	
Locations of convergence lines terrain and sediment plumes	
Locations of debris and other features that could be mistaken for oil	
Wildlife present in area (locations and approximate numbers)	

2 1 3 Spill Volume Estimating

Early in a spill response estimation of spill volume is required in order to

- Report to agencies
- Determine liquid recovery requirements
- Determine personnel and equipment requirements
- Estimate disposal and interim storage requirements

Some rapid methods to estimate spill size are

- Transfer operations Multiply the pumping rate by the elapsed time that the leak was in progress plus the drainage volume of the line between the two closest valves or isolation points (volume loss = pump rate [bbls/min] x elapsed time [min] + line contents [bbl])
- Tank overfills Elapsed time multiplied by the pumping rate
- Visual assessment of the surface area and thickness (**FIGURE 2 1 4**) the method may yield unreliable results because
 - Interpretation of sheen color varies with different observers
 - Appearance of a slick varies depending upon amount of available sunlight sea state and viewing angle
 - Different products may behave differently depending upon their properties

FIGURE 2 1 4 SPILL ESTIMATION FACTORS

OIL THICKNESS ESTIMATIONS				
Standard Form	Approx Film Thickness		Approx Quantity of Oil in Film	
	inches	mm		
Barely Visible	0 0000015	0 00004	25 gals/mile ²	44 liters/km ²
Silvery	0 000003	0 00008	50 gals/mile ²	88 liters/km ²
Slightly colored	0 000006	0 00015	100 gals/mile ²	179 liters/km ²
Brightly colored	0 000012	0 0003	200 gals/mile ²	351 liters/km ²
Dull	0 00004	0 001	666 gals/mile ²	1 167 liters/km ²
Dark	0 00008	0 002	1 332 gals/mile ²	2 237 liters/km ²
Thickness of light oils 0 0010 inches to 0 00010 inches				
Thickness of heavy oils 0 10 inches to 0 010 inches				

2 1 4 Estimating Spill Trajectories

In some cases oil spill trajectories should be estimated in order to predict direction and speed of the slick movement. Trajectory calculations provide an estimate of where oil slicks may impact shorelines and other sensitive areas and also provide an estimate of the most effective location in which to mobilize spill response resources for protection, containment, and recovery.

Oil spill trajectories can be estimated using vector addition or with computer programs. Hand calculations typically utilize the following assumptions:

- Oil moves at approximately the same direction and speed as the water currents unless the winds are strong.
- Wind speed can be multiplied by 0.034 to determine the effect of winds on speed and direction of spill movement.
- The combined effects of winds and currents can be added to estimate spill movement speed and direction.

More sophisticated predictions can be obtained from computer programs. Oil spill trajectory services can be obtained from:

- National Oceanic and Atmospheric Administration (NOAA) through the Federal On Scene Commander (FOSC)
- Private consulting firms

2 1 5 Initial Containment Actions

Initial containment actions will focus on utilizing containment on site in the most effective manner to:

- Prevent the oil from impacting water, thereby reduce the surface area and the shoreline to be cleaned.
- Concentrate the oil (when safe to do so) making physical recovery more efficient.
- Limit the environmental impact to the immediate spill area.

Selection of the appropriate location and method will depend upon:

- Length of time spill occurs before being noticed
- Amount of spill
- Area of coverage
- Environmental factors such as wind speed and direction
- Oil's characteristics

2.1.6 Safety Considerations

- Containment actions should not be conducted during inclement weather or unsafe conditions such as high winds, fast currents, or unstable terrain
- Eliminate all ignition sources
- Avoid contact with the spilled product
- Use respiratory protection (if applicable)
- Ensure that the area remains secure to air traffic

2.2 FIRE AND/OR EXPLOSION

**Your first consideration is always the safety of people
in the immediate area including your own**

The first responder's initial objective is site management

FIRE AND/OR EXPLOSION CHECKLIST	
TASK	INITIALS
At a manned facility	
Evaluate the situation approach cautiously from upwind do not rush in	
Warnings Notifications and Evacuation <ul style="list-style-type: none"> Alert co workers or others on site use alarm systems Account for all personnel Notify local police and fire departments (911) provide detailed information regarding material product and equipment involved wind direction Notify the Qualified Individual and Operations Control Notify the utility companies if on site utilities such as gas and electric may be affected by the fire 	
Site Control <ul style="list-style-type: none"> Account for all personnel use an entry/exit log that includes names company and time Prepare evacuation routes and monitor incident for changes requiring evacuation Keep outside personnel from entering the facility enlist aid from law enforcement Establish safety zones Meet fire personnel at gate have copy of emergency plans and data on affected tank(s) Establish a safe media assembly area 	
Fire Fighting <ul style="list-style-type: none"> Trained company personnel firefighters or fire and hazard control techs may attempt to extinguish the fire if it is in the incipient (early) stage and IF IT CAN BE DONE SAFELY personnel should be prepared to evacuate if fire is beyond their capabilities to fight If fire is too large for a Hazmat Tech to fight the person sounding the alarm or making the phone call to 911 should stand by at a safe distance to direct the fire department and to keep personnel from entering the danger area 	
Establish Command <ul style="list-style-type: none"> Establish Incident Command Establish a Command Post and lines of communication use radios and cell phones Provide fire department with contact numbers or facility radio Appoint a recorder 	
Additional Resources <ul style="list-style-type: none"> Call in additional resources if on scene personnel and equipment are inadequate to handle the emergency <ul style="list-style-type: none"> Air Monitoring contractors should be contacted for any large fire Specialty Fire fighting services Oil Spill Removal Organizations (OSROs) 	
Conduct a post emergency evaluation and report	

2.2 FIRE AND/OR EXPLOSION CONTINUED

**Your first consideration is always the safety of people
in the immediate area including your own**

The first responder's initial objective is site management

FIRE AND/OR EXPLOSION CHECKLIST CONTINUED	
TASK	INITIALS
At an unmanned facility or on the pipeline right of way	
Handle the call	
Warnings and Notifications <ul style="list-style-type: none"> • Notify local police and fire departments (911) • Notify the Qualified Individual and Operations Control • Notify the utility companies if on site utilities such as gas and electric may be affected by the fire • Notify railroads or local emergency officials to halt traffic if roads or railroads are in the affected area 	
Go to the incident scene to evaluate the situation approach cautiously from upwind do not rush in	
Site Control <ul style="list-style-type: none"> • Account for all personnel • Prepare evacuation routes and monitor incident for changes requiring evacuation • Keep outside personnel from entering area – enlist aid from law enforcement • Establish safety zones • Meet fire personnel at scene have copy of emergency plans and data on affected lines 	
Valves and Controls <ul style="list-style-type: none"> • If the fire/explosion is a result of a pipe rupture isolate product release by closing valves outside the affected area • Stay in contact with Operations Control to update on valve closings 	
Establish Command <ul style="list-style-type: none"> • Establish Incident Command • Establish a Command Post and lines of communication use radios and cell phones • Provide fire department with contact numbers • Appoint a recorder 	
Additional Resources <ul style="list-style-type: none"> • Call in additional resources if on scene personnel and equipment are inadequate to handle the emergency • Air monitoring contractors should be contacted for any large fire • Specialty firefighting services • Oil Spill Removal Organizations (OSROs) 	
Conduct a post emergency evaluation and report	

2.3 EVACUATION

EVACUATION CHECKLIST	
TASK	INITIALS
Request assistance from off site agencies convey Command Post's location	
Assemble personnel at predetermined safe location upwind/up gradient of release (regrouping area)	
Account for Company and contractor personnel	
Assess casualties (number/type/location)	
Determine probable location of missing personnel	
Secure site establish re entry point and check in/check out procedures	
Develop list of known hazards (confined spaces electrical hazards physical hazards vapors oxygen deficiency fire/explosion etc)	
Monitor situation (weather vapors product migration) for significant changes	
Assist in developing a Rescue Plan if necessary	

2.3 EVACUATION CONTINUED

EVACUATION FACTORS	
FACTOR	DESCRIPTION
Stored material location	<ul style="list-style-type: none"> • Located in oil storage area • Identified in facility Plot Plan (APPENDIX C)
Spilled material hazards	<ul style="list-style-type: none"> • Hazard is fire/explosion
Water currents tides or wave conditions	<ul style="list-style-type: none"> • Not applicable
Evacuation routes	<ul style="list-style-type: none"> • Routes are summarized on Evacuation Plan Diagram (APPENDIX C) • Criteria for determining safest evacuation routes from facility may include wind direction potential exposure to toxins and carcinogens intense heat potential for explosion/fire and blockage of planned route by fire debris or released liquid
Alternate evacuation routes	<ul style="list-style-type: none"> • Alternate routes may exist refer to Evacuation Plan Diagram (APPENDIX C)
Injured personnel transportation	<ul style="list-style-type: none"> • Emergency vehicles can be mobilized to the facility
Alarm/Notification system location	<ul style="list-style-type: none"> • Air horn will be used as notification of an emergency situation • One three second blast = emergency constituting evacuation of location • Three one second blasts = emergency constituting going to a designated weather shelter
Community evacuation plans	<ul style="list-style-type: none"> • Company may request local police county sheriff and/or state police assistance Community evacuations are the responsibility of these agencies
Spill flow direction	<ul style="list-style-type: none"> • Identified in facility drainage diagram (APPENDIX C)
Prevailing wind direction and speed	<ul style="list-style-type: none"> • Because wind direction varies with weather conditions consideration for evacuation routing will depend in part on wind direction
Emergency personnel/response equipment arrival route	<ul style="list-style-type: none"> • Directions to nearest medical facility provided below

2.3 EVACUATION, CONTINUED

EVACUATION FACTORS	
FACTOR	DESCRIPTION
Centralized check in area	<ul style="list-style-type: none"> • Supervisor is responsible for head count
Mitigation Command Center location	<ul style="list-style-type: none"> • Initial Command Center located at • Mobile Command Posts may be established as necessary
Facility Shelter Location	<ul style="list-style-type: none"> • Not a safe harbor from fires, explosions, vapor clouds, or other significant emergencies; however, may be used for temporary shelter from inclement weather
Directions to nearest medical facility	Directions to

ALARM DESIGNATION	ALARM DESCRIPTION (Audio and Visual Signals)	ANNOUNCEMENTS (Public Address or Intercom)	IMMEDIATE ACTIONS (Non Emergency Personnel)
Facility Evacuation	One three second blast = emergency constituting evacuation of location	Details and instructions provided as necessary via PA System	Follow established Evacuation Procedures (SECTION 7)

2 4 MEDICAL

MEDICAL CHECKLIST	
TASK	INITIALS
Summon Emergency Medical Services (EMS) to the scene	
Do not move the patient unless a situation (such as a fire) threatens their life	
If trained provide first aid until the EMS arrives at the scene	
As the situation warrants try to stop the bleeding and keep the patient breathing until the EMS arrives at the scene	
The rescuer s role includes <ul style="list-style-type: none">• Removing the patient from any situation threatening their life or the lives of rescuers• Correcting life threatening problems and immobilizing injured parts before transporting the patient• Transporting the patient in a way that minimizes further damage to injured parts• Administering essential life support while the patient is being transported• Observing and protecting the patient until medical staff can take over• Administering care as indicated or instructed	

2.5 TORNADO

TORNADO CHECKLIST	
TASK	INITIALS
Use television or radio to monitor news weather reports	
When a tornado warning is issued sound the local alarm	
Tornado Watch <ul style="list-style-type: none"> • Tornado watch means conditions are favorable for tornadoes • Monitor television radio or weather alert radio reports for approaching storms • Be prepared to take action if the watch is upgraded to a warning • Pre Identify facility shelter locations <ul style="list-style-type: none"> • Sturdy building • Bottom floor • Innermost room with the maximum number of walls between occupants and outside • Minimum number of windows 	
Tornado Warning <ul style="list-style-type: none"> • Tornado warning means a tornado has been sighted A warning may come from emergency officials but may also come from facility personnel who site a funnel formation and hear a roar similar to a jet engine <ul style="list-style-type: none"> • People in its path should take shelter immediately • Sound the local alarm • Have location personnel report to a designated shelter area • Consider shutting down operations if it can be done safely • Account for all personnel • Take shelter under furniture using arms to protect head and neck 	
After High Winds or Tornadoes <ul style="list-style-type: none"> • Account for all personnel check for injuries and contact emergency medical assistance if needed • Evaluate the facility • Use caution when entering damaged buildings • Check for down power lines • Update Operations Control and the Qualified Individual/Supervisor 	
Perform Initial Response Actions functions as stated in FIGURE 2.1	
Conduct post emergency evaluation and report	

2.6 FLOOD

FLOOD CHECKLIST	
TASK	INITIALS
Perform continuous monitoring of the situation by listening to radio and/or television reports Consider utilizing your local LEPC contacts	
Flood watch means flooding is possible	
Flood warning means flooding is occurring or is imminent	
Update the Qualified Individual/Supervisor Management Commercial and Operations Control when flooding is imminent	
Consider preparing a site specific shutdown procedure prior to the actual flooding event and share this information with location personnel Use a site specific shutdown procedure when flooding is imminent	
Pre establish an evacuation plan and action levels for executing shutdown and evacuation (SECTION 2.3)	
Take preliminary actions to secure the facility before flooding and mandatory evacuation	
Forecast staffing requirements and plan accordingly	
Consider obtaining the following services early in the process to ensure availability <ul style="list-style-type: none"> • Sandbags • Portable pumps and hoses • Power generators 	
Remove product from underground storage tanks (i.e. sumps and separators if applicable) and replace with water to prevent them from floating out of the ground	
Keep at least a normal bottom in all above ground tankage more if possible	
If time allows consider removing pumps and motors that may be affected by a flood Plug all rack drains and facility drains connected to the sump	
Anchor move or otherwise protect all bulk additive tanks fuel barrels empty drums and propane tanks (if applicable)	
Monitor locations of 30 day retention samples and gasoline cans	
Remove all vehicles from potential flood area	
Maintain contact with OSROs before and during flooding conditions	
Continually update Qualified Individual/Supervisor Management Commercial and Operations Control on facility status	
Back up computer files	
Remove or move to higher elevation assets such as files computers and spare parts	
Communicate potential for shutting off high voltage power and natural gas lines to energy providers	
Close all valves on product and additive storage tanks	
Before evacuation know where all the employees or contractors will be residing and obtain phone numbers so they can be contacted if additional emergencies occur	
Conduct a post emergency evacuation and report	
Maintain hazards awareness <ul style="list-style-type: none"> • Structural damage • Downed power lines • Leaking natural gas water and sewer lines • Poisonous snakes and other wildlife sheltering in structures vehicles and furniture • Avoid direct contact with flood water mud and animal carcasses 	

2 7 ICE/SNOW STORM

ICE/SNOW STORM CHECKLIST	
TASK	INITIALS
Monitor news and weather reports on television or the radio	
Alert co workers or others on site that severe weather is approaching	
Be aware of the dangers posed by ice and snow falling from equipment	
Be aware of product release danger posed by ice falling on exposed piping	
Monitor ice and snow accumulation on tanks	
Obtain snow or ice removal equipment	
Obtain generators if necessary to re power facilities	
Use cold weather response techniques when responding to product spills as released product may flow under ice or snow	
Establish and maintain communication with personnel in remote areas	
Ensure that vehicles have a full tank of gas and are functioning (heater windshield wipers etc)	
Consider limiting vehicle traffic	
Obtain fresh water supplies	
Notify the supervisor/Qualified individual and Operations Control if the facility loses power or is otherwise unable to operate	

2 8 BOMB THREAT

BOMB THREAT CHECKLIST	
TASK	INITIALS
Handle the call	
Treat the threat as real safeguard life	
Maintain a log to record all events <ul style="list-style-type: none"> • Begin with the receipt of the threat and continue until the episode is finished with all areas secure • The log should include the names of agencies and individuals contacted and the time date and action taken or requested 	
All evidence in conjunction with the threat should be retained and preserved	
Keep the caller on the line ask the following questions <ul style="list-style-type: none"> • When is the bomb going to explode? • Where is the bomb right now? • What kind of bomb is it? • What will cause it to explode? • Why? 	
Listen for any background sounds	
Listen for any distinguishing characteristics of the caller's voice	
If a caller ID number does not appear on the phone after the caller hangs up pick up the receiver listen for the dial tone dial 57 and write down the caller ID number that appears on the phone	
Evacuate the premises	
Notify the police (911)	
If a detonation occurs refer to SECTION 2 3	
Conduct a post emergency evaluation and report	
<p>Do not use radios within 1 000 feet of an area that may contain a bomb</p> <p>Do not turn on/off lights or use other electrical switches</p>	

2.9 Hurricane Preparedness

Not applicable at this facility

2 10 FLAMMABLE VAPOR CLOUD RELEASE RESPONSE ACTION CHECKLIST

Not applicable at this facility

2.11 HYDROGEN SULFIDE (H₂S) RELEASE

Not applicable at this facility

SECTION 3

NOTIFICATIONS / TELEPHONE NUMBERS

Last revised January 5 2011

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3 1 Emergency Information and Notification Procedures

Figure 3 1 1 Emergency Notification Flow Chart

Figure 3 1 2 Release / Spill Report Form

Figure 3 1 3 Notifications and Telephone Numbers

3 1 EMERGENCY INFORMATION AND NOTIFICATION PROCEDURES

The notification sequence for a spill is as follows

- Facility personnel will identify and control the source of a spill if safe to do so then will notify the Qualified Individual and Operations Control Center
- The Qualified Individual will assume or assign the role of Incident Commander and will conduct notifications as illustrated in the Notification Flow Chart (**FIGURE 3 1 1**)

The priority of actions and response procedures will depend upon actual circumstances and will be determined by the Incident Commander

This section also contains the following

- **FIGURE 3 1 2** provides a Release/Spill Report Form This form is utilized for initial and follow up notifications Follow up notifications are the responsibility of the Liaison Officer
- **FIGURE 3 1 3** provides a notification summary and documentation form to assist in documenting notifications

FIGURE 3 1 1 EMERGENCY NOTIFICATION FLOW CHART

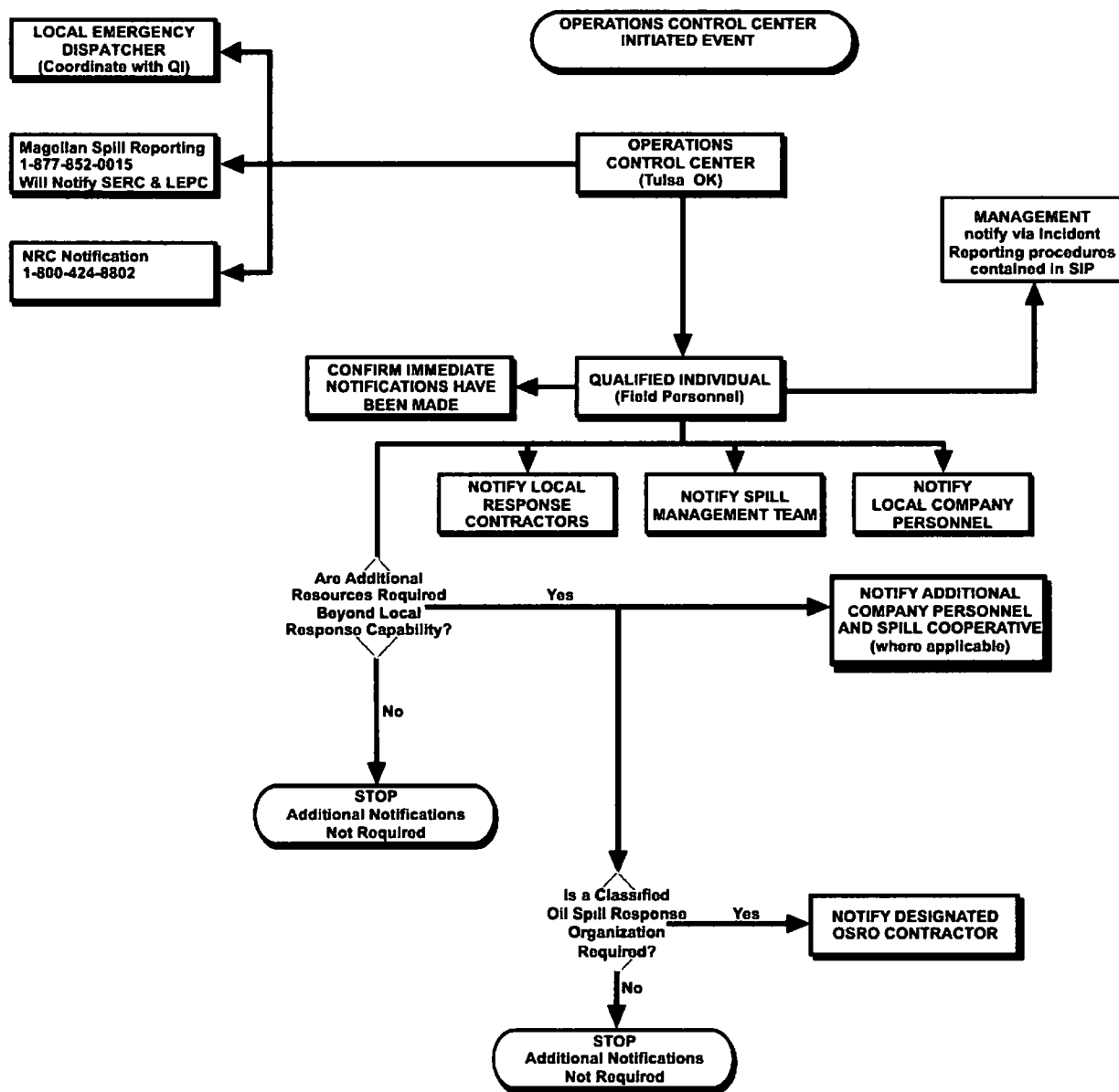


FIGURE 3 1 1 EMERGENCY NOTIFICATION FLOW CHART CONTINUED

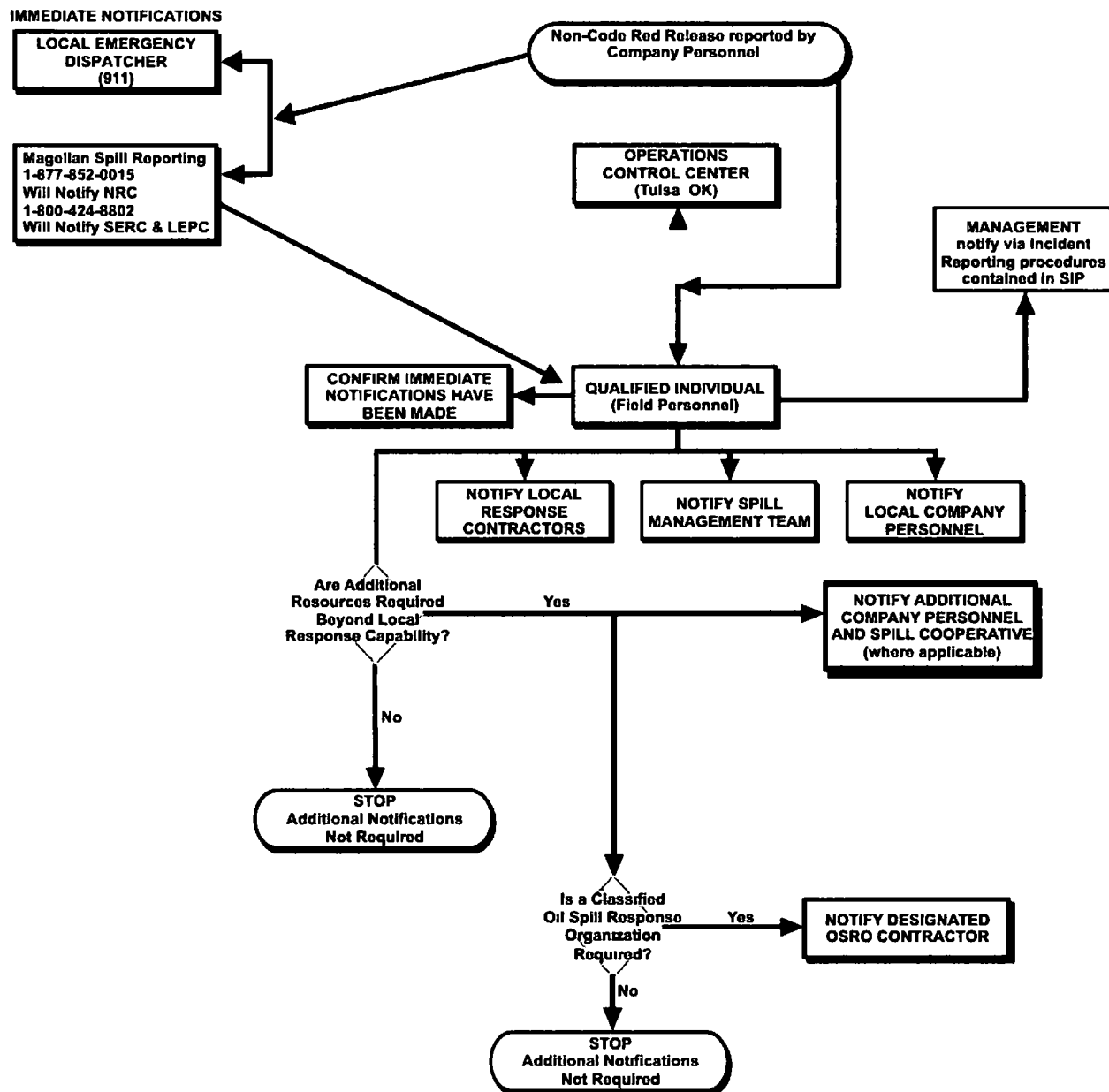



FIGURE 3 1 2 RELEASE / SPILL REPORT FORM

Call Magellan Spill Reporting at 1 877 852 0015 to report all releases (suspected or confirmed)

Is this a drill Type of Drill 

Reporter's Name Report Time
Please provide the correct spelling

Phone Number Job Title

Date Release Occurred
Month Day Year State

Material	<input type="text"/>	Estimated Released	<input type="text"/> 0 (gallons)
CHRIS Code	<input type="text"/>	Estimated Discharge to Water	<input type="text"/> 0 (gallons)
		Estimated Free Liquids Recovered	<input type="text"/> 0 (gallons)
Released to	<input type="text"/>	Estimated Amount Recovered Soil	<input type="text"/> 0 (gallons)
		Estimated Total Amount Recovered	<input type="text"/> 0 (gallons)
Define Other	<input type="text"/>	Estimated Amount Not Recovered	<input type="text"/> 0 (gallons)

Note For a release to be contained inside of a dike it must be a permanent dike designed specifically to contain releases

Was maintenance being performed at the time of the incident? Intentional Blowdown?

Release Reportable? Waterway Affected? Waterway Name

Report	Date	Number	Time	Name	Title	City	State
NRC <input type="checkbox"/>							
SERC <input type="checkbox"/>							
		Was a written report requested?		Time Frame <input type="text"/> Days			
TNRCC <input type="checkbox"/>							
If a written report is requested do not provide it Contact Environmental Specialist							
LEPC <input type="checkbox"/>							
Other <input type="checkbox"/>							

Facility Name Release Occurred Facility Type

Did release occur on loading rack or non breakout tank/piping? If yes Ignore Pipeline Information

AND/OR

Pipeline Name Release Occurred

Pipeline Interstate Asset?

Incident Description (Include details of container type and facility and container volumes in gallons and the distance and direction from the nearest city in miles and degrees)

Response Actions

Impact (Include description of the medium affected and any relevant additional information and in addition provide the details of any evacuations including the number of persons evacuated)

FIGURE 3 1 2 RELEASE / SPILL REPORT FORM CONTINUED

Call Magellan Spill Reporting at 1 877 852 0015 to report all releases (suspected or confirmed)					
Release Discovered by		Discover Time			
Release Verified		Verification Time		Release Stop Time	
BU	District	Area			
Area Supervisor		Asset Integrity Contact (COM/Maint Supervisor)			
Address of Release			City		
Nearest City		County		Zip Code	
Caller's E mail Address			Provide spelling of e mail address		
Pipeline Address					
Section	Township	Range	Milepost	Tract #	
Latitude		Longitude			
Engineering Stationing Number					
Origin of Release					
Cause (pre-investigation) Check all that apply					
<input type="checkbox"/> Third Party Damage	<input type="checkbox"/> Human Error Contractor	<input type="checkbox"/> Equipment Failure			
<input type="checkbox"/> Internal Corrosion	<input type="checkbox"/> Human Error Company Personnel	<input type="checkbox"/> Unknown			
<input type="checkbox"/> External Corrosion	<input type="checkbox"/> Human Error Driver	<input type="checkbox"/> Other			
<input type="checkbox"/> Natural Forces	<input type="checkbox"/> Pipe or Weld Failure Other than Corrosion				
Did weather affect the release in any way? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes Explain					
Temp	Relative Humidity	Precipitation			
Cloud Cover	Wind Speed	Wind Direction			
Injury	Fire	Fatality	Explosion	Unconsciousness	
Injury Requiring Hospitalization?		Significant News Coverage			
Incident Classification		Loss/Damage Estimate			
Loss and damage estimate should include all costs associated with clean up (maintenance cleanup product loss)					
Environmental Contact for release					
Safety Contact for this release					
Form completed by			Completion Date		
Latest revision date for form		06/16/08		Magellan Midstream Partners L P One Williams Center P O Box 3102 Tulsa OK 74172	
Replaces previous revision date		02/20/04			

FIGURE 3 1 3 NOTIFICATIONS AND TELEPHONE NUMBERS

(Phone numbers have been verified and are updated as needed)

24 Hour Number

FACILITY RESPONSE TEAM		
NAME/TITLE	PHONE NUMBER	RESPONSE TIME (hours)
Buddy Cronk Supv Area Qualified Individual	501/945 2991 (Office) (b) (6) (Home)	2
Rick Gregg Technician Sr	479/646 1721 (Office) (b) (6) (Home)	0 17
James Starkey Operator Sr	501/646 1721 (Office) (b) (6) (Home) (b) (6) (Mobile)	0 75
Chris Niblett Operator Sr Qualified Individual	479/646 1721 (Office)	5

Refer to **APPENDIX A FIGURE A 2 3** for personnel training records. Refer to **FIGURE 1 1** for last date revised

FIGURE 3 1 3 NOTIFICATIONS AND TELEPHONE NUMBERS CONTINUED

(Phone numbers have been verified and are updated as needed)

24 Hour Number

EMERGENCY RESPONSE PERSONNEL						
NAME/TITLE	PHONE NUMBER	RESPONSE TIME (hours)	RESPONSIBILITY DURING RESPONSE ACTION	RESPONSE TRAINING TYPE¹		
				1	2	3
Chris Niblett Operator Sr Qualified Individual	479/646 1721 (Office)			x		
James Starkey Operator Sr	501/646 1721 (Office) (b) (6) (Home) (b) (6) (Mobile)					
Rick Gregg Technician Sr	479/646 1721 (Office) (b) (6) (Home)					
Buddy Cronk Supv Area Qualified Individual	501/945 2991 (Office) (b) (6) (Home)	2				
James McKenzie Mgr Operations II Qualified Individual	918/574 7722 (Office) (b) (6) (Home) (b) (6) (Mobile)					
Bruce Heine Dir Government & Media Affairs	918/574 7010 (Office) (b) (6) (Home) (b) (6) (Mobile)	12	Spill management team media relations	x	x	
Dennis Crawford Safety Specialist	918/574 7419 (Office) (b) (6) (Home)					
Rick Bondy ER Preparedness Prog Coordinator	918/574 7363 (Office) (b) (6) (Home) (b) (6) (Mobile)	12	SMT Coordinator	x	x	
Monica Olason Environmental Specialist Sr	918/574 7440 (Office) (b) (6) (Home) (b) (6) (Mobile)		Environmental Unit	x		
EMERGENCY RESPONSE TRAINING TYPE						
TYPE	DESCRIPTION					
1	29 CFR 1910 120 HazWoper					
2	OPA (Training Reference for Oil Spill Response) All Facility Personnel SMT QI Components					
3	Qualified Individual/Incident Command Training					

NOTE Refer to **APPENDIX A** for training dates

FIGURE 3 1 3 NOTIFICATIONS AND TELEPHONE NUMBERS, CONTINUED

(Phone numbers have been verified and are updated as needed)

24 Hour Number

EMERGENCY RESPONSE CONTRACTORS						
NAME/TITLE	PHONE NUMBER	RESPONSE TIME (hours)	RESPONSIBILITY DURING RESPONSE ACTION	RESPONSE TRAINING TYPE ¹		
				1	2	3
Arklahoma Pipeline Inc	479 474 0656	0 5	Pipeline Repair			
R&R Pipeline	479 452 0331	0 75	Pipeline Repair			
Acme Products Co	(918) 836 7184	3 5	Emergency Response spill cleanup	x		
United States Environmental Services LLC	(501) 945 0092 or (888) 279 9930	3 5	Emergency Response Spill Cleanup			
EMERGENCY RESPONSE TRAINING TYPE						
TYPE	DESCRIPTION					
1	29 CFR 1910 120 HazWoper					
2	OPA (Training Reference for Oil Spill Response) All Facility Personnel SMT QI Components					
3	Qualified Individual/Incident Command Training					

NOTE Refer to **APPENDIX A** for training dates

FIGURE 3 1 3 NOTIFICATIONS AND TELEPHONE NUMBERS CONTINUED

(Phone numbers have been verified and are updated as needed)

24 Hour Number

AFFILIATION	PHONE NUMBER	TIME CONTACTED
Initial		
3E (MSDS only)	1 800 451 8346	
Magellan Spill Reporting	(877) 852 0015	
National Response Center (NRC)	(800) 424 8802 (202) 267 2675	
Recommended		
Federal Agencies		
American Red Cross Disaster Operations Center (Optional notification for assistance with relocation disaster relief etc)	(202) 303 5555	
Environmental Protection Agency Region VI 24 hr Hotline	(214) 665 6428 (866) 372 7745 (800) 887 6063 (214) 665 2222	
Federal On Scene Coordinator Don Smith USEPA Region 6	(214) 665 6489	
State Agencies		
Arkansas Department of Emergency Management (SERC)	(501) 730 9751 (800) 322 4012	
Arkansas Department of Environmental Quality	(501) 682 0744	
Arkansas State Police Headquarters and Fire Marshal Office	(501) 618 8000	
Local Agencies		
Sebastian Co LEPC	(479) 783 3932	
Police Departments		
Fort Smith Police Department	(479) 785 4221	
Sebastian Co Sheriff Department	(479) 783 1051	
Fire Departments		
Ft Smith Fire Department (Non emergency dispatch)	(479) 785 4221	
Emergency Medical Services		
Ft Smith EMS (Ambulance)	(479) 783 4151	
Sparks Regional Medical Center	(479) 441 4000	

FIGURE 3 1 3 NOTIFICATIONS AND TELEPHONE NUMBERS CONTINUED

(Phone numbers have been verified and are updated as needed)

24 Hour Number

AFFILIATION	PHONE NUMBER	TIME CONTACTED
Recommended Continued		
Emergency Medical Services		
St Edwards Mercy Medical Center	(479) 484 6000	
Service Providers		
Apex Co LLC	(515) 727 8025	
Arklahoma Pipeline Inc	479 474 0656	
Big Mac (frac tanks supplier up to 30 frac tanks)	479 651 5944	
Eastern Tank (2 5 additional frac tanks)	479 646 7189	
Environmental Specialists Inc	(816) 523 6878 or (816) 523 5081	
Ft Smith Alternate Mitigation Comand Center Guesthouse Inn 3600 Grinnell Ave S of Facility 1500 feet	479 646 5100	
FT SMITH Mitigation Command Center Alternate Location 2 EZ MART accross the street	479 646 7259	
R&R Pipeline	479 452 0331	
TD Williamson	(918) 630 4483	
Tulsa Maintenance Crew	(918) 574 7583	
USCG Classified OSRO s		
A Clean Environment Wilson OK	(580) 668 2347 or (800) 259 8347	
Acme Products Co Tulsa OK	(918) 836 7184	
Eagle SWS (OSRO 247) Fort Worth TX	(800) 336 0909	
Haz Mat Response Inc Olathe KS	(800) 229 5252	

FIGURE 3 1 3 NOTIFICATIONS AND TELEPHONE NUMBERS CONTINUED

(Phone numbers have been verified and are updated as needed)

24 Hour Number

AFFILIATION	PHONE NUMBER	TIME CONTACTED
Recommended Continued		
USCG Classified OSRO s		
United States Environmental Services LLC North Little Rock AR	(501) 945 0092 or (888) 279 9930	
Newspaper		
Arkansas Democrat Gazette	(501) 649 9735	
Southwest Times Record	(501) 785 7700	
Radio Stations		
KMAG	(501) 782 8888	
KTCS 99.9 FM	(501) 646 6151	
Television Stations		
KHBS	(501) 783 4040	
KPBI	(501) 785 4600	
KPOM	(501) 785 2400	
Weather		
National Weather Service (Tulsa OK)	(918) 838 7838	
Water Intakes		
Ft. Smith Public Works 24 hour Drinking Water 24/7 Hotline To report possible water impact	479 7842342	
Neighboring Facilities		
Kansas City Southern Railroad Bob Powell	918 653 1504 918 647 6191	

SECTION 4

RESPONSE TEAM ORGANIZATION

Last revised January 2005

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4 1 Description

4 2 Activation Procedures

4 3 Team Member Response Times

4 4 Incident Command System / Unified Command

4 5 Qualified Individual (QI)

**Figure 4 5 1 Spill Management Team (SMT) Activation
Procedure**

Figure 4 5 2 Spill Management Team (SMT) Organization Chart

4 6 Spill Management Team (SMT) Job Descriptions and Guidelines

4 1 DESCRIPTION

The Spill Management Team (SMT) has been created and organized to plan for and manage oil spills (The SMT may also respond to other emergencies) The SMT is composed of Company personnel from offices within the Area Additional personnel from outlying offices can be used (if needed) The SMT will develop strategies and priorities for a response then will supervise contractors handle safety and security matters and will provide logistical support for contractor personnel The SMT will handle all communications with the media and the public Job descriptions for each SMT member are provided in **SECTION 4 6** The SMT will train by participating in exercises as noted in **APPENDIX A**

4 2 ACTIVATION PROCEDURES

Activation of the SMT may be accomplished in stages Initially the First Responder assumes the role of Incident Commander (IC) During a spill incident the initial IC may be able to respond without assistance from the SMT If the situation requires more resources he may request additional personnel or management support from the SMT This request is made to the Qualified Individual (QI) Depending on the situation the QI may then assume the role of Incident Commander The QI would then call out the other SMT members The SMT activation procedure is provided in **FIGURE 4 5 1**

4 3 TEAM MEMBER RESPONSE TIMES

See **FIGURE 3 1 3** for each team member s response time EPA Terminals only

4 4 INCIDENT COMMAND SYSTEM / UNIFIED COMMAND

The Incident Command System (ICS) will be used by the Company SMT for spill response The SMT organization chart is provided in **FIGURE 4 5 2** The organization can be expanded or contracted as necessary

Because a spill may cross geographic boundaries involve multiple government levels or involve different statutory responsibilities several entities may be affected The Unified Command System (UCS) is the accepted method of organizing key spill management entities within the Incident Command System The primary entities may include

- Federal On Scene Coordinator (FOSC)
- State On Scene Coordinator (SOSC)
- Magellan Incident Commander
- Local Emergency Response Agency

In order to be a member of a Unified Command the entity or agency should

- Have jurisdictional authority or functional responsibility under a law or contingency plan
- Be specifically charged with commanding or coordinating a major portion of the response
- Have the resources to participate in the response and
- Be impacted by the event

4 4 INCIDENT COMMAND SYSTEM / UNIFIED COMMAND CONTINUED

The Unified Command shares decision making authority within the Incident Command System. Other responders such as state, local or private contractors are integrated into the system as appropriate for their function. OSROs and other spill contractors are generally managed by the Operation Section Chief. Police, Fire, and other Emergency Agencies may be managed by a Deputy Operations Section Chief who is a member of their department. In some cases the Emergency Agencies may be managed by an Operations Section Chief who is a member of their department with a Magellan employee as a deputy who is managing the spill response.

Other agencies may be represented by the Liaison and not otherwise represented in the Unified Command Structure.

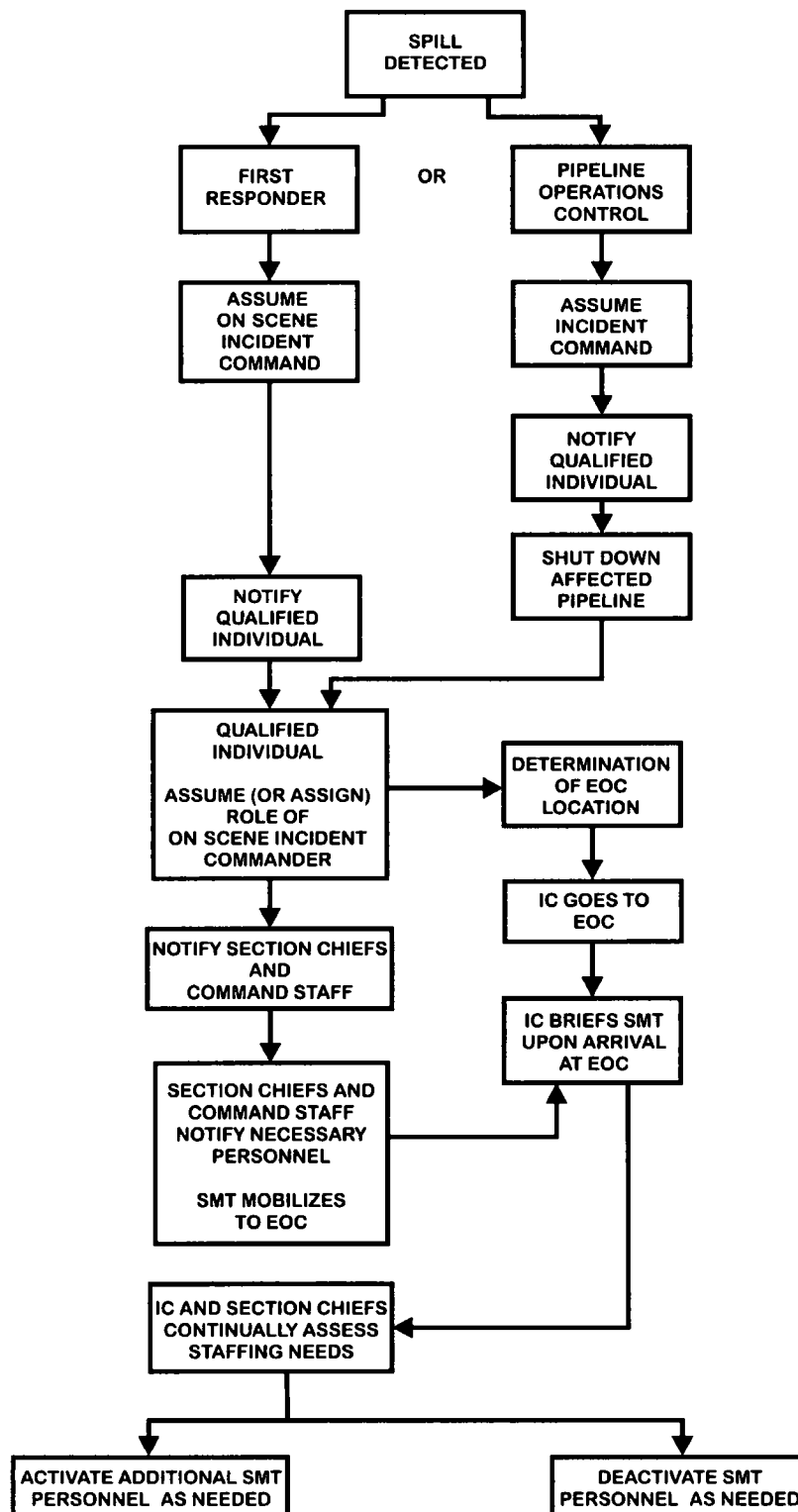
4 5 QUALIFIED INDIVIDUAL (QI)

The Qualified Individual (QI) is an English speaking representative available on a 24 hour basis and trained in the responsibilities outlined in this section. The QI has the following responsibilities and authorities as required by the Oil Pollution Act of 1990 (OPA 90):

- Activate internal alarm and hazard communication systems to notify all appropriate personnel
- Notify all response personnel and contractors (as needed)
- Identify the character, exact source, amount, and extent of the release and other necessary items needed for notifications
- Notify and provide information to appropriate federal, state and local authorities
- Assess the interaction of the spilled substance with water and/or other substances stored at the facility and notify on scene response personnel of assessment
- Assess possible hazards to human health and the environment
- Assess and implement prompt removal actions
- Coordinate rescue and response actions
- Access company funds to initiate clean up activities
- Direct cleanup activities until properly relieved of the responsibility or the incident is terminated

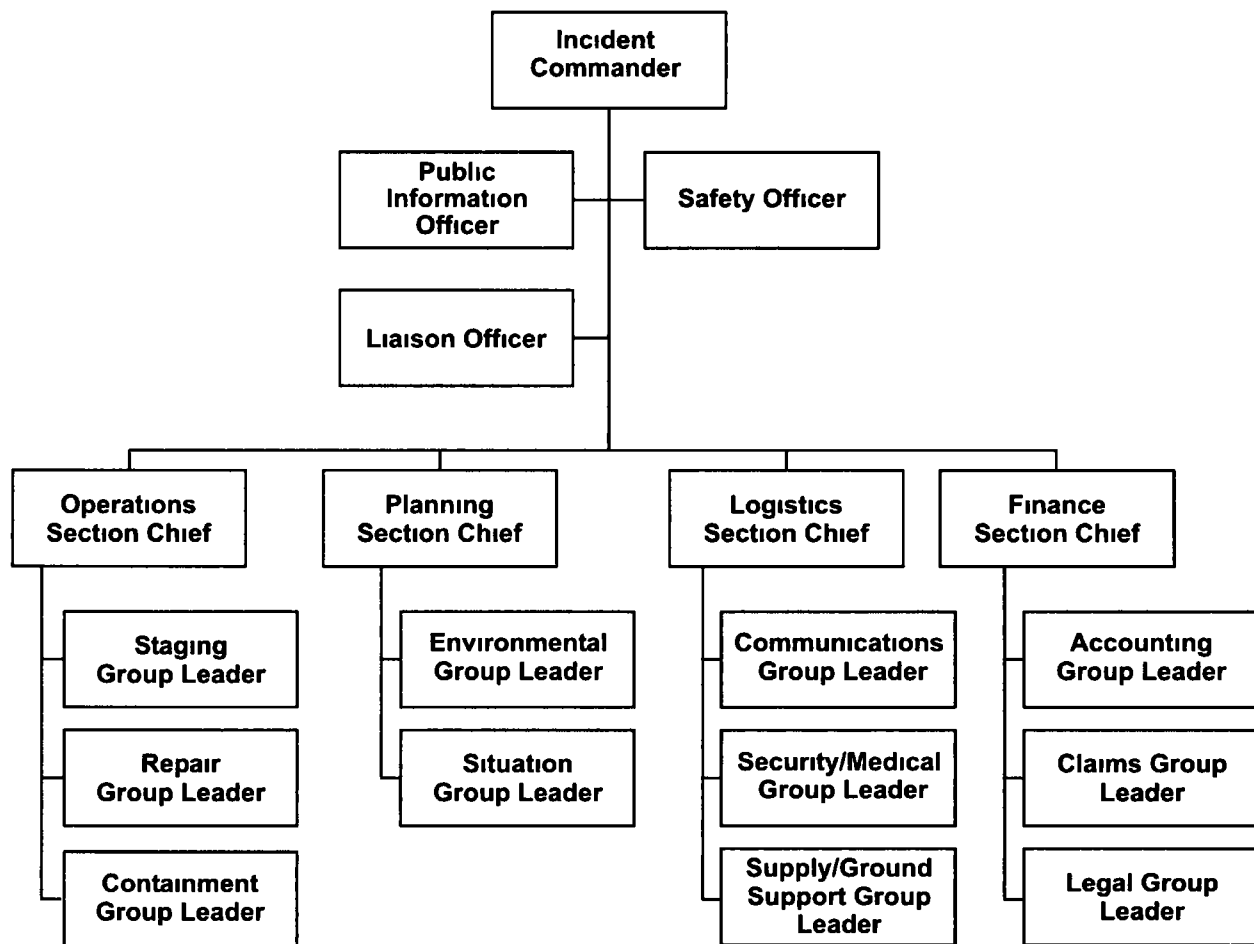
For further information on Qualified Individual's training, refer to **APPENDIX A**. Phone numbers for Qualified Individuals are provided in **FIGURE 1 3** and **FIGURE 3 1 3**.

FIGURE 4 5 1 SPILL MANAGEMENT TEAM (SMT) ACTIVATION PROCEDURE



EOC Emergency Operations Center
IC Incident Commander
QI Qualified Individual
SMT Spill Management Team

FIGURE 4 5 2 SPILL MANAGEMENT TEAM (SMT) ORGANIZATION CHART



4 6 SPILL MANAGEMENT TEAM (SMT) JOB DESCRIPTIONS AND GUIDELINES

The following job descriptions and guidelines are intended to be used as a tool to assist SMT members in their particular positions within the Incident Command System (ICS)

- Incident Commander
- Public Information Officer
- Liaison Officer
- Safety Officer
- Operations Section Chief
- Staging Group Leader
- Repair Group Leader
- Containment Group Leader
- Planning Section Chief
- Environmental Group Leader
- Situation Group Leader
- Logistics Section Chief
- Communications Group Leader
- Security/Medical Group Leader
- Supply/Ground Support Group Leader
- Finance Section Chief
- Accounting Group Leader
- Claims Group Leader
- Legal Group Leader

INCIDENT COMMANDER

The Incident Commander (IC) manages all activities related to an emergency response and acts as Qualified Individual (QI). As such, the Incident Commander needs to be familiar with the contents of the Facility Response Plan (FRP), Oil Spill Response Plan (OSRP), Emergency Response Action Plan (ERAP), and the Spill Prevention Control and Countermeasure Plan (SPCC). The Incident Commander (IC) must also be familiar with the operation of the Incident Command System (ICS) and the Unified Command Structure (UCS).

The primary goal of this system is to establish and maintain control of the emergency response. If the emergency involves a multi-jurisdictional response (Federal and State), the Unified Command Structure (UCS) should be established. **Realize that the Federal On Scene Coordinator (FOSC) does have the authority to override the Incident Commander and assume control of the response.** Every effort should be made to establish a collaborative relationship to manage the incident site with the appropriate responding agencies.

As soon as possible but not later than one (1) week following an incident, the Incident Commander shall conduct a critique of the response and follow up on action items. Participants shall include Operations Control personnel, Company supervisors, and employees and outside agencies involved in the response. An Incident Debriefing Form is provided in **SECTION 8.3**.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Establish Incident Command/Unified Command Post
- ☐ Activate necessary section(s) of the Incident Command System (ICS) to deal with the emergency. Fill out the appropriate section(s) of the Incident Command organization chart and post it at the Incident Command Center.
- ☐ Develop goals and objectives for response.
- ☐ Work with Safety Officer and Planning Section Chief to develop a Site Safety Plan (SSP).
- ☐ Approve, authorize, and distribute Incident Action Plan (IAP) and SSP.
- ☐ Conduct planning meetings and briefings with the section chiefs.
- ☐ As Qualified Individual, coordinate actions with Federal On Scene Coordinator (FOSC) and State On Scene Coordinator (SOSC).
- ☐ In a multi-jurisdictional response, ensure that all agencies are represented in the ICS.
- ☐ Coordinate and approve media information releases with the FOSC, SOSC, and Public Information Officer (PIO).
- ☐ Keep management informed of developments and progress.
- ☐ Authorize demobilization of resources as they are no longer needed.
- ☐ Complete Standard Incident Debriefing Form (**FIGURE 8.3.1**).

PUBLIC INFORMATION OFFICER

The Public Information Officer (PIO) provides critical contact between the media/public and the emergency responders. The PIO is responsible for developing and releasing information about the incident to the news media, incident personnel, appropriate agencies and public. When the response is multi-jurisdictional (involves the federal and state agencies), the PIO must coordinate gathering and releasing information with these agencies.

The PIO needs to communicate that the Company is conducting an effective response to the emergency. The PIO is responsible for communicating the needs and concerns of the public to the Incident Commander (IC).

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from IC
- ☐ Participate in all planning meetings and briefings
- ☐ Obtain outside information that may be useful to incident planning
- ☐ Develop goals and objectives regarding public information
- ☐ Arrange for necessary workspace, materials, telephones and staffing for Public Information Center (PIC)
- ☐ Establish a PIC ensuring all appropriate agencies participate
- ☐ Provide a single point of media contact for the IC
- ☐ Coordinate media access to the response site as approved by the IC
- ☐ Obtain approval for release of information from the IC
- ☐ Arrange for meetings between media and emergency responders
- ☐ Maintain list of all media present
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

LIAISON OFFICER

If a Unified Command Structure is not established a Liaison Officer is appointed as the point of contact for personnel assigned to the incident from assisting or cooperating agencies

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Incident Commander (IC)
- ☐ Participate in planning meetings and briefings
- ☐ Identify and maintain communications link with agency representatives assisting and coordinating agencies
- ☐ Identify current or potential inter organizational issues and advise IC as appropriate
- ☐ Coordinate with Legal Group Leader and Public Information Officer (PIO) regarding information and documents released to government agencies
- ☐ Participate in Post Incident Review (**SECTION 8 3**)

SAFETY OFFICER

The Safety Officer is responsible for assessing and monitoring hazardous and unsafe situations at the emergency response site(s). The Safety Officer must develop measures that assure the safety of the public and response personnel. This involves maintaining an awareness of active and developing situations, ensuring the preparation and implementation of the Site Safety Plan (SSP) and assessing safety issues related to the Incident Action Plans (IAP).

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Incident Commander (IC)
- ☐ Develop, implement, and disseminate SSP with IC and section chiefs
- ☐ Participate in planning meetings and briefings
- ☐ Establish safety staff if necessary
- ☐ Identify emergency contact numbers. Fill out emergency contact chart and post in the Incident Command Center
- ☐ Conduct safety briefings with all emergency responders
- ☐ Investigate accidents that have occurred during emergency response
- ☐ Ensure proper hazard zones are established (See Hazard Zones)
- ☐ Ensure all emergency responders have appropriate level of training
- ☐ Ensure proper Personal Protective Equipment (PPE) is available and used
- ☐ Advise Security/Medical Group Leader concerning PPE requirements
- ☐ Ensure emergency alarms/warning systems are in place as needed
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

OPERATIONS SECTION CHIEF

The Operations Section Chief is responsible for the management of all operations applicable to the field response and site restoration activities. Operations directs field activities based on the Incident Action Plan (IAP) and Site Safety Plan (SSP). The duties of the Operations Section Chief also include coordination and management of Oil Spill Removal Organizations (OSROs) activities.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Incident Commander (IC)
- ☐ Participate in Incident Command planning meetings and briefings
- ☐ Conduct planning meetings and briefings for Operations Section
- ☐ Develop operations portion of IAP
- ☐ Supervise the implementation of the IAP
- ☐ Make or approve expedient changes to the IAP
- ☐ Request resources needed to implement IAP
- ☐ Approve list of resources to be released
- ☐ Ensure safe tactical operations
- ☐ Establish a staging area for personnel and equipment
- ☐ Confirm first responder actions
- ☐ Confirm the completion of rescue/evacuation and administering of first aid
- ☐ Confirm site perimeters have been established
- ☐ Coordinate activities of public safety responders, contractors and mutual assistance organizations
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

STAGING GROUP LEADER

The Staging Group Leader is responsible for managing all activities within the staging area(s). The Staging Group Leader will collect, organize, and allocate resources to the various response locations as directed by Operations Section Chief.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Operations Section Chief
- ☐ Participate in Operations planning meetings and briefings
- ☐ Advise Operations Section Chief of equipment location and operational status
- ☐ Periodically advise Operations Section Chief on inventory status of consumable items (sorber pads, sorber boom, etc.)
- ☐ Coordinate with Logistics Section Chief regarding inbound equipment, personnel, and supplies
- ☐ Participate in development of Operations portion of Incident Action Plan (IAP)
- ☐ Establish check-in function and inventory control as appropriate
- ☐ Allocate personnel/equipment to site(s) as requested
- ☐ Establish and maintain boundaries of staging area(s)
- ☐ Demobilize/relocate staging area as needed
- ☐ Post signs for identification and traffic control
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

REPAIR GROUP LEADER

The Repair Group Leader is responsible for supervising the repair and restoration of pipeline facilities

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Operations Section Chief
- ☐ Periodically advise Operations Section Chief on status of restoration activities
- ☐ Conduct frequent hazard assessments and coordinate safety needs with Operations Section Chief and Safety Officer
- ☐ Participate in Operations planning meetings and briefings
- ☐ Participate in development of Operations portion of Incident Action Plan (IAP)
- ☐ Conduct facility restoration activities in accordance with Company procedures Site Safety Plan (SSP) and IAP
- ☐ Determine and request additional materials equipment and personnel as needed
- ☐ Ensure all equipment is decontaminated prior to being released
- ☐ Participate in Post Incident Review (**SECTION 8 3**)

CONTAINMENT GROUP LEADER

The Containment Group Leader is responsible for supervising the containment and recovery of spilled product and contaminated environmental media both on land and on water

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Operations Section Chief
- ☐ Participate in Operations planning meetings and briefings
- ☐ Participate in development of Operations portion of Incident Action Plan (IAP)
- ☐ Conduct activities in accordance with the IAP
- ☐ Assess overall situation for containment and recovery needs and supervise group activities
- ☐ Periodically advise the Operations Section Chief on the status of containment and recovery actions
- ☐ Ensure hazard zones are established and maintained
- ☐ Ensure adequate communication equipment for the containment group response
- ☐ Determine and request additional resources as needed
- ☐ Participate in Post Incident Review (**SECTION 8 3**)

PLANNING SECTION CHIEF

The Planning Section Chief is responsible for collecting, evaluating, and disseminating information related to the current and future events of the response effort. The Planning Section Chief must understand the current situation, predict the future course of events, predict future needs, develop response and cleanup strategies, and review the incident once complete.

The Planning Section Chief must coordinate activities with the Incident Commander (IC) and other Section Chiefs to ensure that current and future needs are appropriately handled.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from the IC
- ☐ Establish and maintain communication with IC and other Section Chiefs
- ☐ Advise IC on any significant changes of incident status
- ☐ Conduct planning meetings and briefings for Planning section
- ☐ Coordinate and provide input to the preparation of the Incident Action Plan (IAP)
- ☐ Participate in Incident Command planning meetings and briefings
- ☐ In a multi-jurisdictional response, ensure that all agencies are represented in the Planning Section
- ☐ Coordinate future needs for the emergency response
- ☐ Determine response personnel needs
- ☐ Determine personnel needs and request personnel for Planning section
- ☐ Assign technical specialists (archaeologists, historians, biologists, etc.) where needed
- ☐ Collect and analyze information on the situation
- ☐ Assemble information on alternative response and cleanup strategies
- ☐ Ensure situation status unit has a current organization chart of the Incident Command Organization
- ☐ Provide periodic spill movement/migration prediction
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

ENVIRONMENTAL GROUP LEADER

The Environmental Group Leader is responsible for ensuring that all areas impacted by the release are identified and cleaned up following company and regulatory standards. The Environmental Group Leader supports Planning and Operations to minimize and document the environmental impact of the release. The Environmental Group Leader must plan for future site considerations such as long term remediation and alternative response strategies in unusually sensitive areas. In a Unified Command Structure (UCS) representatives from the federal and state responding agencies will be included in this group.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from the Planning Section Chief
- ☐ Participate in Planning section meetings and briefings
- ☐ Participate in development of Planning's portion of Incident Action Plan (IAP)
- ☐ Coordinate environmental activities with responding regulatory agencies
- ☐ Periodically advise the Planning Section Chief on status of group activities
- ☐ Request additional personnel/specialists to support response effort
- ☐ Determine environmental group resource needs
- ☐ Identify and develop a prioritized list of natural, cultural and economic (NCE) resources at risk
- ☐ Initiate and coordinate Natural Resources Damage Assessment (NRDA) activities
- ☐ Develop a management plan for recovered contaminated media and ensure coordination with Containment Group Leader
- ☐ Ensure proper management of injured/oiled wildlife
- ☐ Determine alternative cleanup strategies for response
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

SITUATION GROUP LEADER

The Situation Group Leader is responsible for the collection, evaluation, display, and dissemination of all information related to the emergency response effort. The Situation Group Leader must establish and maintain communications with all portions of the Incident Command and the response site in order to collect the information. The Situation Group Leader also attempts to predict spill movement/migration and identifies areas that may be impacted by the emergency.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from the Planning Section Chief
- ☐ Participate in Planning section meetings and briefings
- ☐ Participate in development of Planning's portion of Incident Action Plan (IAP)
- ☐ Maintain a master list of response resources ordered, in staging and in use
- ☐ Collect and display current status of requested response resources
- ☐ Collect and display current status of resources, current spill location, personnel and weather
- ☐ Analyze current information to determine spill trajectory and potential impacts
- ☐ Disseminate information concerning the situation status upon request from the emergency responders
- ☐ Provide photographic services and maps
- ☐ Establish periodic reconnaissance of impacted area to support information needs
- ☐ Collect information on the status of the implementation of Incident Action Plans. Display this information in the Incident Command Center
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

LOGISTICS SECTION CHIEF

The Logistics Section Chief is responsible for procuring facilities services and material in support of the emergency response effort

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from the Incident Commander (IC)
- ☐ Participate in Incident Command planning meetings and briefings
- ☐ Conduct planning meetings and briefings for Logistics section
- ☐ Participate in the preparation of the Incident Action Plan (IAP)
- ☐ Identify service and support requirements for planned operations
- ☐ Identify sources of supply for identified and potential needs
- ☐ Advise IC on current service and support requirements
- ☐ Procure needed materials equipment and services from sources by means consistent with the timing requirements of the IAP and Operations
- ☐ Ensure all purchases are documented
- ☐ Participate in Post Incident Review (**SECTION 8 3**)

COMMUNICATIONS GROUP LEADER

The Communications Group Leader is responsible for ensuring that the Incident Command and emergency responders have reliable and effective means of communication. This may involve activation of multiple types of communications equipment and coordination among multiple responding agencies and contractors.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Logistics Section Chief
- ☐ Periodically advise Logistics Section Chief on status of communications group
- ☐ Participate in Logistics section planning meetings and briefings
- ☐ Participate in development of Logistics portion of Incident Action Plan (IAP)
- ☐ Establish an Incident Command communications center
- ☐ Ensure Incident Commander (IC) has communications compatible with other response agencies
- ☐ Identify all communications circuits/equipment used by emergency responders and keep a chart updated with this information
- ☐ Determine the type and amount of communications required to support the response effort (computer, radio, telephone, fax, etc.)
- ☐ Ensure timely establishment of adequate communications equipment and systems
- ☐ Advise Logistics Section Chief on communications capabilities/limitations
- ☐ Establish an equipment inventory control system for communications gear
- ☐ Ensure all equipment is tested and repaired
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

SECURITY/MEDICAL GROUP LEADER

The Security/Medical Group Leader is responsible for developing a plan to deal with medical emergencies obtaining medical aid and transportation for emergency response personnel and preparation of reports and records

The Security/Medical Group Leader is responsible for providing safeguards needed to protect personnel and property from loss or damage The Security/Medical Group Leader also controls access to the emergency site and Incident Command Center

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Logistics Section Chief
- ☐ Periodically advise Logistics Section Chief on the status of security and medical problems
- ☐ Participate in Logistics meetings and briefings
- ☐ Participate in development of Logistics portion of Incident Action Plan (IAP)
- ☐ Determine and develop security/medical support plan needs
- ☐ Request medical or security personnel as needed
- ☐ Work with Safety Officer to identify/coordinate local emergency medical services
- ☐ Coordinate with Safety Officer and Operations Section Chief to establish the Site Safety Plan (SSP) with site boundaries hazard zones escape routes staging areas command Center and Personal Protective Equipment (PPE) requirements
- ☐ Coordinate/develop an identification system in order to control access to the incident site
- ☐ Participate in Post Incident Review (**SECTION 8 3**)

SUPPLY/GROUND SUPPORT GROUP LEADER

The Supply/Ground Support Group Leader is responsible for procurement and the disposition of personnel equipment and supplies receiving and storing all supplies for the incident maintaining an inventory of supplies and servicing non expendable supplies and equipment The Supply/Ground Support Group Leader supports the following transportation of personnel supplies food equipment and fueling service maintenance and repair of vehicles and equipment

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Logistics Section Chief
- ☐ Periodically advise Logistics Section Chief on status of supply/ground support group
- ☐ Participate in Logistics meetings and briefings
- ☐ Participate in development of Logistics portion of Incident Action Plan (IAP)
- ☐ Communicate with Staging Group Leader concerning material equipment and personnel that are inbound and the approximate time of arrival
- ☐ Coordinate with other Section Chiefs to ascertain the priority of needed materials equipment and services
- ☐ Coordinate with Finance Section Chief to establish accounts purchase orders AFEs and procedures as necessary
- ☐ Establish an inventory control system for materials and equipment
- ☐ Maintain roads when necessary
- ☐ Participate in Post Incident Review (**SECTION 8 3**)

FINANCE SECTION CHIEF

The Finance Section Chief is responsible for accounting legal right of way and risk management functions that support the emergency response effort. In this role, the primary responsibility is supporting the Command Staff and Logistics Section matters pertaining to expenses during and following the emergency response.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Incident Commander (IC)
- ☐ Participate in Incident Command planning meetings and briefings
- ☐ Conduct planning meetings and briefings for Finance section
- ☐ Participate in preparation of the Incident Action Plan (IAP)
- ☐ Participate in planning meetings
- ☐ Participate in Unified Command System (UCS) as incident warrants
- ☐ Request assistance of corporate accounting legal right of way or risk management as needed
- ☐ Assist with contracting administration
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

ACCOUNTING GROUP LEADER

The Accounting Group Leader is responsible for accumulating and dispensing funding during an emergency response. All charges directly attributed to the incident should be accounted for in the proper charge areas.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Finance Section Chief
- ☐ Periodically advise Finance Section Chief
- ☐ Participate in Finance planning meetings and briefings
- ☐ Participate in development of Finance's portion of Incident Action Plan (IAP)
- ☐ Make recommendations for cost savings to Finance and Logistics Section Chiefs
- ☐ Establish accounts as necessary to support the Logistics section
- ☐ Ensure all invoices are documented, verified and paid accordingly
- ☐ Involve corporate accounting group for assistance as necessary
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

CLAIMS GROUP LEADER

The Claims Group Leader is responsible for managing all risk management and right of way issues at during and following an emergency response. It is important that all claims are investigated and handled expediently.

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Finance Section Chief
- ☐ Participate in Finance planning meetings and briefings
- ☐ Participate in development of Finance's portion of Incident Action Plan (IAP)
- ☐ Periodically inform affected parties of status of emergency response
- ☐ Review and authorize payment of all claims
- ☐ Provide needs of evacuated persons or groups
- ☐ Purchase or acquire property
- ☐ Inform and update necessary insurance groups and underwriters
- ☐ Involve corporate Risk Management or Land Records and Claims as needed
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

LEGAL GROUP LEADER

The Legal Group Leader is responsible for advising the Incident Command Staff and Section Chiefs on all matters that may involve legal issues

Responsibilities

- ☐ Maintain Activity Log
- ☐ Obtain briefing from Finance Section Chief
- ☐ Periodically advise Finance Section Chief of status
- ☐ Participate in Finance planning meetings and briefings
- ☐ Participate in development of Finance's portion of Incident Action Plan (IAP)
- ☐ Conduct investigations per Incident Commander's (IC) request
- ☐ Provide skilled negotiators
- ☐ Communicate to all affected emergency response personnel if work product is declared Attorney Client Privilege
- ☐ Participate in Post Incident Review (**SECTION 8.3**)

SECTION 5 INCIDENT PLANNING

Last revised January 2005

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5 1 Documentation Procedures

5 2 ICS Forms

5 2 1 Incident Briefing ICS 201 CG

5 2 2 Incident Action Plan (IAP) Cover Sheet

5 2 3 Incident Objectives ICS 202 OS

5 2 4 Organization Assignment List ICS 203 OS

5 2 5 Assignment List ICS 204 OS

5 2 6 Communications Plan ICS 205 OS

5 2 7 Medical Plan ICS 206 OS

5 2 8 Incident Status Summary ICS 209 OS

5 3 Site Safety and Health Plan

Figure 5 3 1 Site Safety Plan Cover Sheet

Figure 5 3 2 Preliminary Safety Plan

Figure 5 3 3 Safety Meeting Log

Figure 5 3 4 Site Safety and Health Plan

5 4 Decontamination Plan

5 5 Disposal Plan

5 6 Incident Security Plan

5 7 Demobilization Plan

5.1 DOCUMENTATION PROCEDURES

Documentation of a spill response provides a historical record, keeps management informed, serves as a legal instrument, and is a means to account for the clean up costs.

Documentation should begin immediately upon spill notification and continue until termination of all operations. Documentation should include the following:

- Spill origin and characteristics
- Sampling surveys
- Photographic surveys
- Climatological data
- Labor and equipment accounting
- Copies of all logs, contracts, contacts, and plans prepared for incident

5 2 ICS FORMS

- **INCIDENT BRIEFING FORM ICS 201 (Initial Report Only)**

For use by the Command Staff to gather information on the Emergency Management Team's (EMT) efforts to implement applicable response plans. It is prepared by the initial Incident Commander (IC) for providing documentation of the initial response.

- **INCIDENT ACTION PLAN**

For use by the Planning Section to plan each day's response actions. This plan consists of the portions identified on the IAP cover page and must be approved by the Incident Commander, Federal On Scene Coordinator (FOSC), and State On Scene Coordinator (SOSC).

In addition, these Incident Command System (ICS) forms may be found on the U.S. Coast Guard web page: <http://www.uscg.mil/pacarea/pm/icsforms/ics.htm>

- **INCIDENT ACTION PLAN (IAP) COVER SHEET**

For use in presenting initial information, signature approval, and table of contents of forms contained in the IAP.

- **INCIDENT OBJECTIVES ICS 202**

Describes the basic incident strategy, control objectives, and provides weather, tide, and current information, and safety considerations for use during the next operational period.

- **ORGANIZATION ASSIGNMENT LIST ICS 203**

Provides ICS personnel with information on the units that are currently activated and the names of personnel staffing each position/unit.

- **ASSIGNMENT LIST ICS 204**

Submits assignments at the level of Division and Groups.

- **COMMUNICATIONS PLAN 205**

Is used to provide location information on all radio frequency assignments down to Division/Group level for each operation period.

- **MEDICAL PLAN ICS 206**

Provides information in incident medical aid stations, transportation services, hospitals, and medical emergency procedures.

- **INCIDENT STATUS SUMMARY ICS 209**

Used to inform personnel about the status of response efforts. It is not included in the IAP.

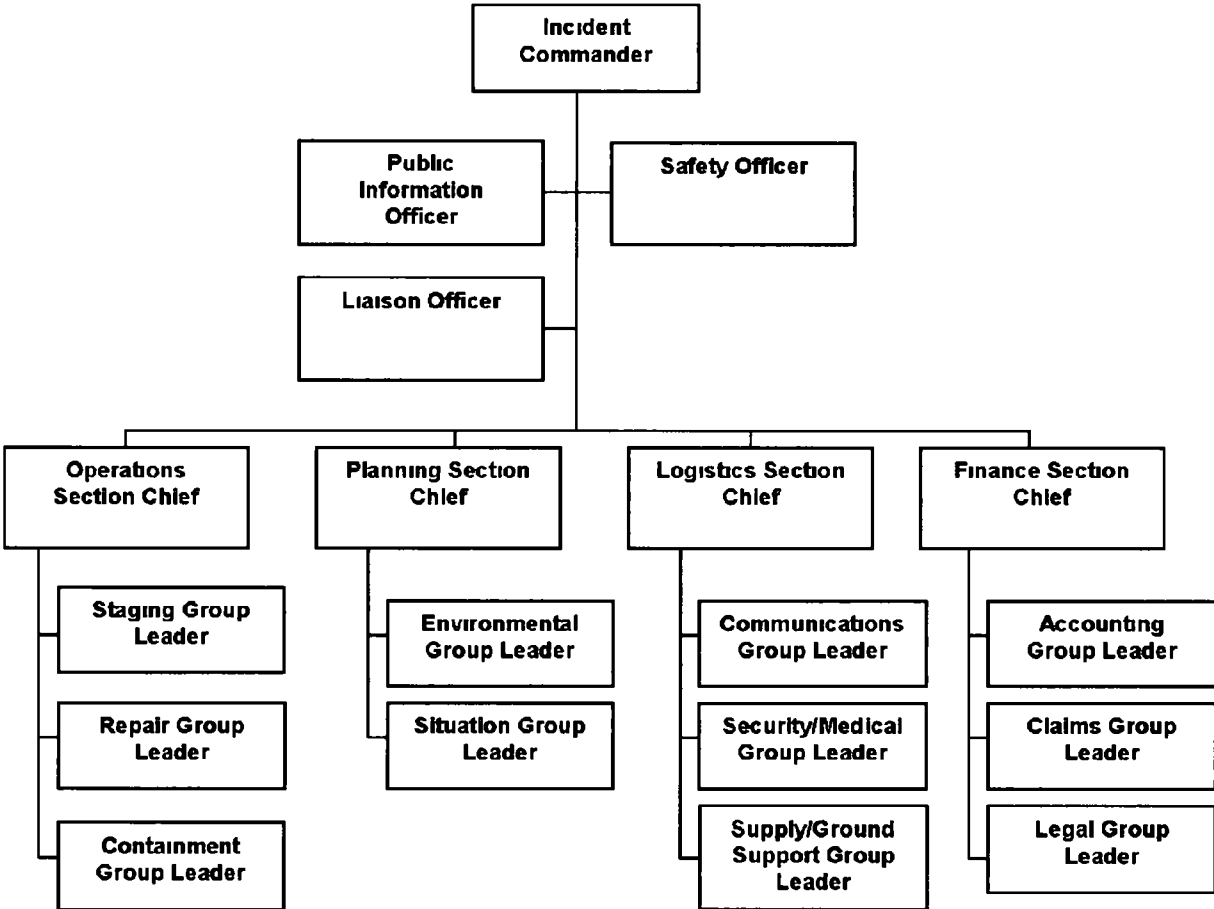
5 2 1 Incident Briefing ICS 201 CG

1 Incident Name	2 Prepared By (name) Date Time	INCIDENT BRIEFING ICS 201 CG
3 Map/Sketch (Include sketch showing the total area of operations the incident site/area overflight results trajectories impacted shorelines or other graphics depicting situational and response status)		
4 Current Situation		
INCIDENT BRIEFING		

5 2 1 Incident Briefing ICS 201 CG Continued

[illegible]

5 2 1 Incident Briefing ICS 201 CG Continued

1 Incident Name	2 Prepared By (name) Date Time	INCIDENT BRIEFING ICS 201 CG
6 Current Organization (fill in additional appropriate organization)		
 <pre> graph TD IC[Incident Commander] --- PO[Public Information Officer] IC --- SO[Safety Officer] IC --- LO[Liaison Officer] IC --- OSC[Operations Section Chief] IC --- PSC[Planning Section Chief] IC --- LSC[Logistics Section Chief] IC --- FSC[Finance Section Chief] OSC --- SGL[Staging Group Leader] OSC --- RGL[Repair Group Leader] OSC --- CGL[Containment Group Leader] PSC --- EGL[Environmental Group Leader] PSC --- SGL2[Situation Group Leader] LSC --- CGL2[Communications Group Leader] LSC --- SML[Security/Medical Group Leader] LSC --- SGL3[Supply/Ground Support Group Leader] FSC --- AGL[Accounting Group Leader] FSC --- CL[Claims Group Leader] FSC --- LGL[Legal Group Leader] </pre>		
INCIDENT BRIEFING		ICS 201 CG (pg 3 of 4) (Rev 08/04)

5 2 1 Incident Briefing ICS 201 CG Continued

[illegible]

5 2 2 Incident Action Plan (IAP) Cover Sheet

1 Incident Name	2 Operational Period to be covered by IAP (Date/Time)		IAP COVER SHEET
	From	To	
3 Approved by			
FOSC			
SOSC			
IC			
INCIDENT ACTION PLAN			
The items checked below are included in this Incident Action Plan			
<input type="checkbox"/> ICS 202 OS (Incident Objectives)			
<input type="checkbox"/> ICS 203 OS (Organization Assignment List)			
<input type="checkbox"/> ICS 204 OS (Assignment List)			
<input type="checkbox"/> ICS 205 OS (Communications Plan)			
<input type="checkbox"/> ICS 206 OS (Medical Plan)			
<input type="checkbox"/> ICS 209 OS (Incident Status Summary)			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
4 Prepared By (Planning Section Chief)			Date/Time
IAP COVER SHEET			March 2000

5 2 3 Incident Objectives ICS 202 OS

1 Incident Name	2 Operational Period (Date/Time) From To	INCIDENT OBJECTIVES ICS 202 OS
3 Overall Incident Objective(s)		
4 Objectives for Specified Operational Period		
5 Safety Message for Specified Operational Period		
Approved Site Safety Plan Located at		
6 Weather See Attached Weather Sheet		
7 Tides/Currents See Attached Tide/Current Data		
8 Time of Sunrise	Time of Sunset	
9 Attachments (check if attached) <input type="checkbox"/> Organization List (ICS 203 OS) <input type="checkbox"/> Assignment List (ICS 204 OS) <input type="checkbox"/> Communications Plan (ICS 205 OS) <input type="checkbox"/> Medical Plan (ICS 206 OS) <input type="checkbox"/> Weather		
10 Prepared By (Planning Section Chief)		Date/Time
INCIDENT OBJECTIVES		March 2000 ICS 202 OS

5 2 4 Organization Assignment List ICS 203 OS

1 Incident Name	2 Operational Period (Date/Time) From To	ORGANIZATION ASSIGNMENT LIST ICS 203 OS
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3 Incident Commander and Staff <table style="width: 100%; margin-top: 10px;"> <tr> <td></td> <td style="text-align: center;">Primary</td> <td style="text-align: center;">Deputy</td> </tr> <tr> <td>Federal</td> <td><input style="width: 100%;" type="text"/></td> <td><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>State</td> <td><input style="width: 100%;" type="text"/></td> <td><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>IC</td> <td><input style="width: 100%;" type="text"/></td> <td><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Safety Officer</td> <td colspan="2"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Information Officer</td> <td colspan="2"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Liaison Officer</td> <td colspan="2"><input style="width: 100%;" type="text"/></td> </tr> </table> 4 Agency Representatives <table style="width: 100%; margin-top: 5px;"> <tr> <th style="width: 20%;">Agency</th> <th>Name</th> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table> 5 Planning Section <table style="width: 100%; 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9 Prepared by (Resources Unit)	Date/Time
ORGANIZATION ASSIGNMENT LIST	March 2000

ICS 203 OS

5 2 5 Assignment List ICS 204 OS

1 Incident Name		2 Operational Period (Date/Time) From To		ASSIGNMENT LIST ICS 204 OS	
3 Branch			4 Division/Group		
5 Operations Personnel		Name	Affiliation	Contact # (s)	
Operations Section Chief					
Branch Director					
Division/Croup Supervisor					
6 Resources Assigned This Period		X indicates 204a attachment with special instructions			
Strike Team/Task Force/ Resource Identifier		Leader	Contact Info #	# of Persons	Notes/Remarks
7 Assignments					
8 Special Instruction for Division/Group					
9 Communications (radio and/or phone contact numbers needed for this assignment)					
Name/Function		Radio Freq./System/ Channel		Phone	Pager
Emergency Communications					
Medical		Evacuation		Other	
10 Prepared By (Resources Unit Leader)		Date/Time	11 Approved By (Planning Section Chief)		Date/Time
ASSIGNMENT LIST		June 2000		ICS 204 OS	

5 2 6 Communications Plan ICS 205 OS

1 Incident Name		2 Operational Period (Date/Time) From _____ To _____		COMMUNICATIONS PLAN ICS 205 OS	
3 Basic Radio Channel Use					
SYSTEM/CACHE	CHANNEL	FUNCTION	FREQUENCY	ASSIGNMENT	REMARKS
4 Prepared By (Communications Unit)			Date/Time		
COMMUNICATIONS PLAN			March 2000		ICS 205 OS

5 2 7 Medical Plan ICS 206 OS

1 Incident Name		2 Operational Period (Date/Time)		MEDICAL PLAN ICS 206 OS			
		From To					
3 Medical Aid Stations							
Name	Location	Contact #			Paramedics On Site (Y/N)		
4 Transportation							
Ambulance Service	Address	Contact #			Paramedics On Board (Y/N)		
5 Hospitals							
Hospital Name	Address	Contact #	Travel Time		Burn Ctr?	Helipad?	
			Air	Ground			
6 Special Medical Emergency Procedures							
7 Prepared By (Medical Unit Leader)		Date/Time	8 Reviewed By (Safety Officer)			Date/Time	
MEDICAL PLAN		March 2000			ICS 206 OS		

5 2 8 Incident Status Summary ICS 209 OS

1 Incident Name		2 Period Covered By Report From To		Time of Report	INCIDENT STATUS SUMMARY ICS 209 OS				
3 Spill Status (Estimated in Barrels) [OPS/EUL/SSC]				7 Safety Status [Safety Officer]					
Source Status		Remaining Potential (bbl)		Since Last Report		Total			
		Rate of Spillage (bbl/hr)		Response Injury					
Secured <input type="checkbox"/>		Unsecured <input type="checkbox"/>		Public Injury					
Volume Spilled		Since Last Report		Total					
Mass Balance/Oil Budget									
Recovered Oil									
Evaporation									
Natural Dispersion									
Chemical Dispersants									
Burned									
Floating Contained									
Floating Uncontained									
Onshore									
		Total Spilled Oil Accounted For							
4 Waste Management (Estimated) [OPS/Disposal]				8 Equipment Resources [RUL]					
		Recovered	Stored	Disposed	Description	Ordered	Available / Staged	Assigned	Out of Service
Oil (bbl)					Spill Response Vessels				
Oil Liquids (bbl)					Fishing Vessels				
Liquids (bbl)					Tugs				
Oil Solids (tons)					Barges				
Solids (tons)					Other Vessels				
					Skimmers				
					Boom (ft)				
					Soot/Soot Blower (ft)				
					Vacuum Trucks				
					Helicopters				
					Fixed Wing				
5 Shoreline Impacts (Estimated in miles) [PSC/EUL/SSC]				9 Personnel Resources [RUL]					
Degree of Oiling		Affected	Cleaned	To Be Cleaned	Description	Personnel Command Post	People in the Field	Total People On Scene	
Light					Federal				
Medium					State				
Heavy					Local				
Total					RP				
6 Wildlife Impacts [OPS/Wildlife Br]									
Numbers in () indicate subtotal that are threatened / endangered species				Died in Facility					
	Captured	Cleaned	Released	DOA	Euth	Other			
Birds									
Mammals									
Reptiles									
Fish									
Total									
11 Prepared By (Situation Unit Leader)				Date/Time					
INCIDENT STATUS SUMMARY				March 2000 ICS 209 OS					

5 3 SITE SAFETY AND HEALTH PLAN

FIGURE 5 3 1 SITE SAFETY PLAN COVER SHEET

1 Incident Name	2 Operational Period to be covered by SSHP (Date/Time)		SSHP COVER SHEET
	From	To	
3 Approved by			
FOSC			
SOSC			
IC			
SITE SAFETY AND HEALTH PLAN			
The Preliminary Safety Plan			
<p>The Preliminary Safety Plan (PSP) is based on Form ICS 215A OS the Incident Action Plan Safety Analysis The Company On Scene Incident Commander or the senior Company responder present at the spill site must ensure that</p> <ul style="list-style-type: none"> • A PSP is completed prior to commencing any work at the spill site • The PSP is updated as conditions change or at least hourly • The PSP message is communicated to all responders as conditions change or at least hourly <p>Updating the PSP consists of verifying the site hazards risks and risk mitigation. If a complete revision of the PSP is made on a new form the old form should be retained and the box labeled SUPERSEDED BY REVISED PSP should be checked</p> <p>All active or superseded revisions of the PSP Safety Message Briefings the Site Safety Plan and the Medical Plan shall all be maintained together beneath the Site Safety Plan Cover Sheet</p>			
Risk Analysis			
<ul style="list-style-type: none"> • Hazard is an observed danger to life safety Typical hazards have been identified on the form add others as appropriate • Risk is the probability that a hazard will impact responders or the public Risk is evaluated as None Med or High 			
<p>Mitigation is a measure to counteract the hazard such as PPE or evacuation Consider the suggested measures or take others as appropriate</p>			
The items checked below are included in this Site Safety Plan			
<input type="checkbox"/> Preliminary Safety Plan <div style="margin-left: 40px;"> <input type="checkbox"/> First Version Date / Time _____ <input type="checkbox"/> First Revision Date / Time _____ <input type="checkbox"/> Second Revision Date / Time _____ <input type="checkbox"/> _____ Date / Time _____ <input type="checkbox"/> _____ Date / Time _____ </div>			
<input type="checkbox"/> Site Safety Plan Date / Time _____			
<input type="checkbox"/> ICS 206 OS (Medical Plan) Date / Time _____			
4 Submitted By			
SSHP COVER SHEET			March 2000

FIGURE 5 3 2 PRELIMINARY SAFETY PLAN

[Click here to view](#)

FIGURE 5 3-2 - PRELIMINARY SAFETY PLAN

Superseded By Revised PSP ☐

1 Incident Name										2 Operational Period (Date/Time) From										3 Date					4 Time					Site Diagram
HAZMAT RISKS (L = Low M = Medium H = High)										RISK MITIGATION SUGGESTIONS																				
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trps Falls	Cold/Heat/Fatigue							Eliminate ignition clear personnel from liquids area evacuate surroundings	Air monitoring at all work sites PPE based on concentrations or clear area	Air monitoring downwind of site evacuate if exceeds STEL	Level D PPE Long sleeves leather boots safety glasses	Personal flotation devices when working near water	Communicate chances of precip winds and lightning to work crews Take shelter as directed	Police area to eliminate hazards Remain vigilant Buddy system	Task Group Leaders issue appropriate gear Be vigilant for signs of stress and fatigue								

Prepared by (Name and Position)

SAFETY MESSAGE

1

My name is _____ and I am functioning as Safety Officer for the Pipeline Company This **Safety Message** will be provided to all personnel upon their arrival at this incident site site and also at the beginning of every scheduled Command Meeting

2

This is a hazardous material(s) incident The material(s) of concern is (are) _____

3

Access to the exclusion area is restricted to all personnel unless authorized by the Incident Commander The exclusion area consists of the area directly impacted by hazardous liquids or vapors plus a safety buffer of _____ feet added to the impacted perimeter and a safety buffer of _____ feet added to the perimeter downwind to eliminate the risk of ignition of the material inhalation of vapors or direct contact with the material

4

The exclusion area is shown on the Site Map [show map] The exclusion area has /has not been physically delineated with stakes/pins/tape/fencing

5

The **Security Perimeter** is shown on the site map Access to the Security Perimeter will be controlled by Company employees or public safety personnel Only personnel who are HAZWOPER trained and/or authorized by the Incident Commander will be permitted inside the Security Perimeter

6

The following minimum Personal Protective Equipment is mandatory at all times within the Security Perimeter **Level D PPE plus Hi Vis Reflective Vests** Boom crews must wear personal flotation devices when working near water Additional PPE _____

7

Breathing zone air monitoring for organic vapors/hydrogen sulfide/other material (specify) is mandatory for each work crew when within the exclusion area Should monitoring indicate detections for target vapors the Incident Commander will be notified immediately Additional PPE will be specified by the Incident Commander as necessary

8

Be vigilant for trnp hazards and open excavations Be vigilant for signs of fatigue or stress induced by difficult conditions or extreme temperatures

9

The weather for the next operational period is expected to be

a

Temperature _____ Trend for next 48 h _____

b

Wind Speed _____ Direction (N S E W) _____ Trend for next 48 h _____

c

Precipitation None/Rain/Snow Rate Lite/Med/Hvy Trend for next 48 h _____

General Diagram Instructions

A

Sketch with major feature locations (buildings drainage paths roads etc)

B

Hazardous substance location

C

Work zones (exclusion contamination reduction support)

D

Command center and decontamination area

E

Access and access restrinctions

F

Routes of entry

G

Wind direction

H

Emergency evacuation routes

I

Assembly points

J

First aid locations

K

Communication system

FIGURE 5 3 2 PRELIMINARY SAFETY PLAN CONTINUED

[Click here to view](#)

Superseded By Revised PSP ☐

1 Incident Name										2 Operational Period (Date/Time) From										3 Date					4 Time					Site Diagram																			
HAZMAT RISKS (L = Low M = Medium H = High)										RISK MITIGATION SUGGESTIONS																																							
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trips Falls	Cold/Heat/Fatigue				Eliminate Ignition clear personnel from liquids area evacuate surroundings	Air monitoring at all work sites PPE based on concentrations or clear area	Air monitoring downwind of site evacuate if exceeds STEL	Level D PPE Long sleeves leather boots safety glasses	Personal flotation devices when working near water	Communicate chances of precip winds and lightning to work crews Take shelter as directed	Police area to eliminate hazards Remain vigilant Buddy system	Task Group Leaders issue appropriate gear Be vigilant for signs of stress and fatigue																														

Prepared by (Name and Position)

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a

Temperature _____ Trend for next 48 h _____

b

Wind Speed _____ Direction (N S E W) _____ Trend for next 48 h _____

c

Precipitation None/Rain/Snow Rate Lite/Med/Hvy Trend for next 48 h _____

General Diagram Instructions

A

Sketch with major feature locations (buildings drainage paths roads etc)

B

Hazardous substance location

C

Work zones (exclusion contamination reduction support)

D

Command center and decontamination area

E

Access and access restrictions

F

Routes of entry

G

Wind direction

H

Emergency evacuation routes

I

Assembly points

J

First aid locations

K

Communication system

FIGURE 5 3 2 PRELIMINARY SAFETY PLAN CONTINUED

[Click here to view](#)

FIGURE 5 3-2 - PRELIMINARY SAFETY PLAN

Superseded By Revised PSP ☐

1 Incident Name										2 Operational Period (Date/Time) From										3 Date					4 Time					Site Diagram
HAZMAT RISKS (L = Low M = Medium H = High)										RISK MITIGATION SUGGESTIONS																				
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trips Falls	Cold/Heat/Fatigue					Eliminate ignition clear personnel from liquids area evacuate surroundings	Air monitoring at all work sites PPE based on concentrations or clear area	Air monitoring downwind of site evacuate if exceeds STEL	Level D PPE Long sleeves leather boots safety glasses	Personal flotation devices when working near water	Communicate chances of precip winds and lightning to work crews Take shelter as directed	Police area to eliminate hazards Remain vigilant Buddy system	Task Group Leaders issue appropriate gear Be vigilant for signs of stress and fatigue										

Prepared by (Name and Position)

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Breathing zone air monitoring for organic vapors/hydrogen sulfide/other material (specify) is mandatory for each work crew when within the exclusion area Should monitoring indicate detections for target vapors the Incident Commander will be notified immediately Additional PPE will be specified by the Incident Commander as necessary

8

Be vigilant for trip hazards and open excavations Be vigilant for signs of fatigue or stress induced by difficult conditions or extreme temperatures

9

The weather for the next operational period is expected to be

a

Temperature _____ Trend for next 48 h _____

b

Wind Speed _____ Direction (N S E W) _____ Trend for next 48 h _____

c

Precipitation None/Rain/Snow _____ Rate Lite/Med/Hvy _____ Trend for next 48 h _____

General Diagram Instructions

A

Sketch with major feature locations (buildings drainage paths roads etc)

B

Hazardous substance location

C

Work zones (exclusion contamination reduction support)

D

Command center and decontamination area

E

Access and access restrictions

F

Routes of entry

G

Wind direction

H

Emergency evacuation routes

I

Assembly points

J

First aid locations

K

Communication system

FIGURE 5 3 2 PRELIMINARY SAFETY PLAN CONTINUED

[Click here to view](#)

Superseded By Revised PSP ☐

General Diagram Instructions			
A	Sketch with major feature locations (buildings drainage paths roads etc)	F	Routes of entry
B	Hazardous substance location	G	Wind direction
C	Work zones (exclusion contamination reduction support)	H	Emergency evacuation routes
D	Command center and decontamination area	I	Assembly points
E	Access and access restrictions	J	First aid locations
		K	Communication system

FIGURE 5 3 3 SAFETY MEETING LOG

[illegible]

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN

PLAN REVIEW		
Incident Safety Officer		
APPROVALS		
Incident Commander		
Operations Officer		
Haz Mat Division Officer		
PLAN PREPARED	DATE	TIME
Incident Location		
Incident Number		
HAZARDOUS SITUATION	(Known or suspected contaminated media type storage container type occupancy obvious leaks spills or breaches physical damage)	
RESPONDING AGENCIES		
Agency	Name	
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

All government and contractor personnel who enter the exclusion zones or use air purifying respirators must be enrolled in a medical monitoring program

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN CONTINUED**GENERAL SAFETY RULES AND EQUIPMENT**

- 1 There will be no eating drinking or smoking in the exclusion zone or the contamination reduction zone
- 2 All personnel must pass through the contamination reduction zone to enter or exit the exclusion zone (hot zone)
- 3 As a minimum Decontamination Team members must be in one (1) level of protection lower than that of the entry teams
- 4 All decontamination equipment and systems must be in place before an entry can be made
- 5 Entry team will consist of a minimum of two members with the same number of personnel assigned to a backup team All entry personnel will adhere to the buddy system
- 6 At the end of the incident or directly after a possible exposure each entry team member will take a full body shower and launder any personal clothing used at the scene
- 7 All breathing air shall be certified as Grade D or better
- 8 Where practical all tools shall be of the nonsparking type
- 9 Fire equipment shall be on hand when the situation warrants such support At a minimum fire extinguishers shall be available on scene
- 10 Since incident evacuation may be necessary if an explosion fire or other event occurs an individual shall be assigned to sound alert and notify the responsible command personnel and public officials (if required) The evacuation signal shall be four short blasts on an air horn every 30 seconds until all personnel are known to be evacuated
- 11 An adequately stocked Emergency Medical Services (EMS) Unit shall be on site at all times
- 12 The location and telephone number of the nearest medical facility shall be posted and known to all personnel

GENERAL SAFETY BRIEFING

Before any incident actions are taken a briefing from the Command Staff will be accomplished with all personnel present Personnel will sign a log sheet attesting to being present at the briefing Topics discussed should include known and suspected hazards along with the operation s goals and objectives

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN CONTINUED**EMERGENCY ACTION CONDITIONS**

Code Green All conditions are normal and incident work may continue

Code Red All or specific work activities must cease at once due to one of the following

- Indications of emissions from the incident such as CGI readings of 25% or greater less than 19.5% oxygen or one Mr/Hr of ionizing radiation are present
- Current or projected meteorological data indicates that a probable impact on working conditions could occur
- If background readings obtained during cessation of activities worsen reassessment of the findings should be confirmed actions to lower levels of contaminant or contingencies for further incident monitoring must take place
- If this condition exists incident personnel will immediately notify command staff

Officials making evacuation/public health decisions will address the need for a public health advisory to potentially effected areas. This is because incident control methods may or may not reduce the source of contamination or threat to the general public.

If needed, a temporary sheltering or evacuation plan should be considered until levels of contamination are reduced or contained to levels deemed safe by all responsible authorities. Confirmation of these levels will be done by generally approved monitoring methods agreed to by the authorities in charge.

Sheltering/Evacuation Plan
Ordered By

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN CONTINUED

LIST OF ACCESS AUTHORIZED PERSONNEL (Outside Agencies)				
SPECIALIZED TASK ASSIGNMENTS				
LEVELS OF PROTECTION SELECTED				
Initial Site Survey	A	B	C	D
Entry Team	A	B	C	D
Backup Team	A	B	C	D
Decon Team	A	B	C	D

SKETCH OR ATTACH PLOT PLAN HERE

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN, CONTINUED

RESPONSE SAFETY CHECK OFF SHEET

TYPE OF RESPONSE	
Highway	Industrial
Railway	Marine
Residential	Other
Specify	
TYPE OF SAFETY PLAN	
Federal	State
Local	Other
Specify	
SUSPECTED CHEMICALS INVOLVED	
1	2
3	4
5	6
7	8
9	10
INITIAL LEVEL OF PROTECTION (If level D you must justify)	
A	B
C	D
INITIAL MEDICAL SCREENING COMPLETE <input type="checkbox"/> Yes <input type="checkbox"/> No	
If no justify	
In the event of fire or explosion	
In the event of potential or actual ionizing radiation exposure	

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN CONTINUED

In the event of spread of contamination beyond the boundaries of the incident
EMERGENCY SERVICES
Emergency medical facility
Ambulance service
Poison Control Center
Chemical manufacturer s representative
EMERGENCY PROCEDURES (in the event of personnel exposure)
EMERGENCY PROCEDURES (in the event of personnel injury)
HAZARD ASSESSMENT
Attach Hazardous Materials Safety Data Sheets (MSDS) or other reference materials for chemicals involved to this document
MONITORING PROCEDURES
Monitoring the incident to identify concentration of contaminants in all media List the instruments to be used and what areas to be monitored
Hot Zone (Excursion Zone)
Warm Zone (Contamination Reduction Zone)
Cold Zone (Support Zone)

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN CONTINUED**MEDICAL MONITORING** (What procedures to be used to monitor personnel for evidence of personal exposure)

PERSONNEL POTENTIALLY EXPOSED TO HAZARDOUS MATERIALS

NAME	POSITION	DATE/TIME

DECONTAMINATION PROCEDURES

(Contaminated personnel surfaces materials instruments other equipment)

DECONTAMINATION SOLUTIONS USED

DISPOSAL PROCEDURES

Authorized By

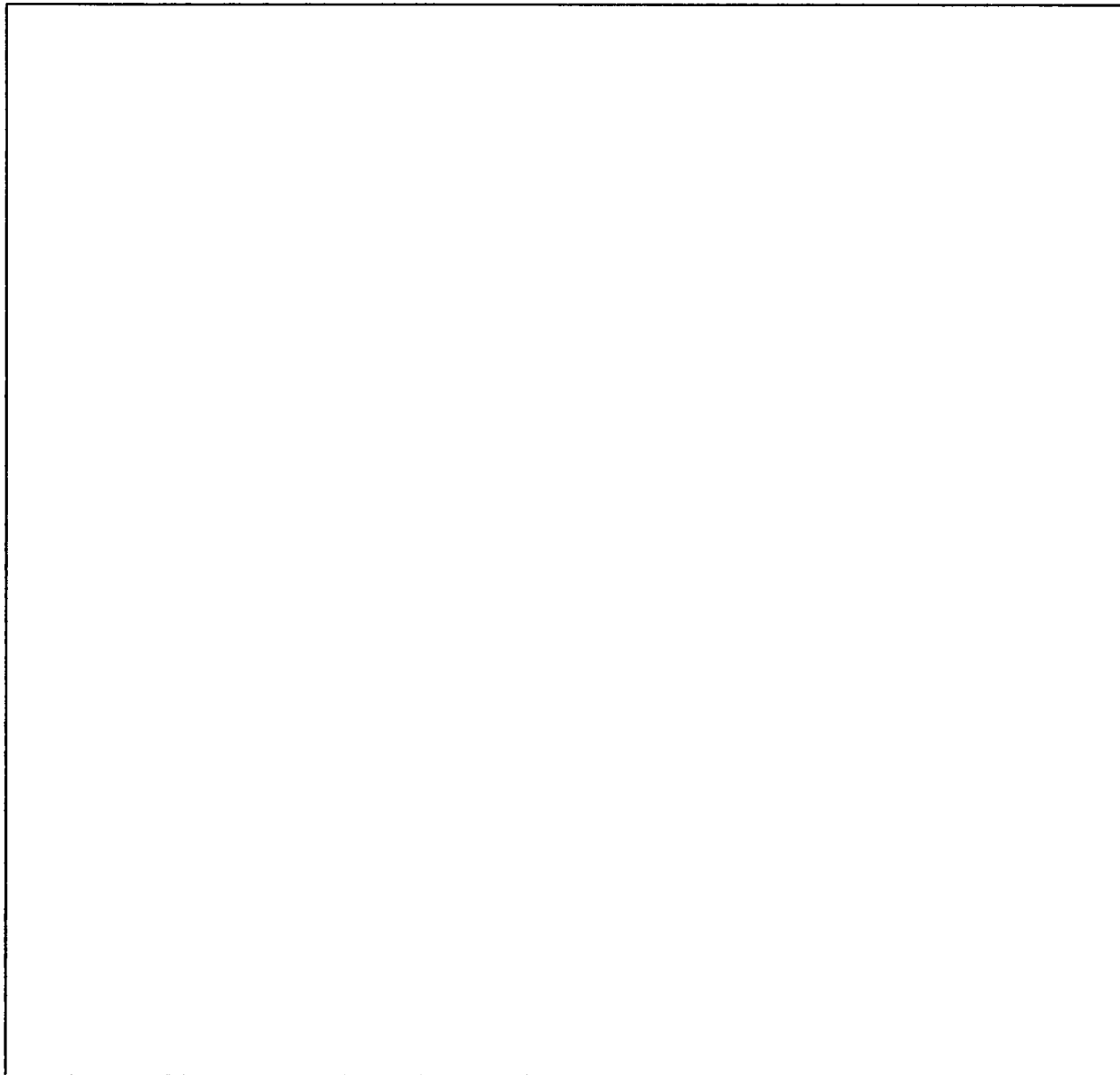
FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN CONTINUED

POST RESPONSE			
Level of protection used			
A	B	C	D
Justify			
EQUIPMENT DECONTAMINATION			
	Clothing	SCBA/Resp	Monitoring
Disposed			
Cleaned			
No Action			
Specify			
TOTAL APPROXIMATE TIME IN HOT ZONE		Days	Hours
DATE PREPARED		PREPARED BY	
Reviewed By			
Assistance in preparing this safety plan can be obtained from Haz Mat personnel			

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN, CONTINUED

HEALTH AND SAFETY/RESPONSE PLAN

APPLIES TO SITE			
DATE			
PRODUCTS		(ATTACH MSDS)	
SITE CHARACTERIZATION			
	<input type="checkbox"/> Marine vessel	<input type="checkbox"/> Pipeline	<input type="checkbox"/> Storage facility
	<input type="checkbox"/> Truck/Rail car	<input type="checkbox"/> Other	
Water	<input type="checkbox"/> Shoreline	<input type="checkbox"/> Wetlands	<input type="checkbox"/> Other
	<input type="checkbox"/> Rocky	<input type="checkbox"/> Sandy	<input type="checkbox"/> Muddy
	<input type="checkbox"/> River	<input type="checkbox"/> Creek	<input type="checkbox"/> Canal
		<input type="checkbox"/> Bay	<input type="checkbox"/> Ocean
Land	<input type="checkbox"/> Mountains	<input type="checkbox"/> Hills	<input type="checkbox"/> Brushland
	<input type="checkbox"/> Other	<input type="checkbox"/> Forest	<input type="checkbox"/> Grassland
Use	<input type="checkbox"/> Public	<input type="checkbox"/> Government	<input type="checkbox"/> Residential
	<input type="checkbox"/> Recreational	<input type="checkbox"/> Industrial	<input type="checkbox"/> Farmland
Weather	<input type="checkbox"/> Temp _____ F	<input type="checkbox"/> Wind/Dir _____ mph	<input type="checkbox"/> Rain
	<input type="checkbox"/> Snow	<input type="checkbox"/> Ice	<input type="checkbox"/> Other
Pathways for Dispersion	<input type="checkbox"/> Air	<input type="checkbox"/> Water	<input type="checkbox"/> Land
			<input type="checkbox"/> Other
Site Hazards			
<input type="checkbox"/> Chemical Hazards	<input type="checkbox"/> Boats		
<input type="checkbox"/> Slips trips falls	<input type="checkbox"/> Helicopters		
<input type="checkbox"/> Heat stress	<input type="checkbox"/> Noise		
<input type="checkbox"/> Cold stress	<input type="checkbox"/> Pumps hoses		
<input type="checkbox"/> Weather	<input type="checkbox"/> Steam hot water		
<input type="checkbox"/> Drowning	<input type="checkbox"/> Fire/Explosion		
<input type="checkbox"/> Heavy equipment	<input type="checkbox"/> Poor visibility		
<input type="checkbox"/> Drum handling	<input type="checkbox"/> Motor vehicles		
<input type="checkbox"/> Wildlife/plants	<input type="checkbox"/> Confined spaces (see attachment/appendix)		
<input type="checkbox"/> Hand/power tools	<input type="checkbox"/> Ionizing radiation		
<input type="checkbox"/> Lifting	<input type="checkbox"/> Other		
Air Monitoring			
% LEL	% O ₂	PPM Benzene	PPM H ₂ S
<input type="checkbox"/> Other (specify)			
<input type="checkbox"/> See attachment Monitoring Results/Methods			
CONTROL MEASURES			
Engineering Controls			
<input type="checkbox"/> Source of release secured	<input type="checkbox"/> Valve(s) closed	<input type="checkbox"/> Facility shut down	
<input type="checkbox"/> Site secured			
<input type="checkbox"/> Other			
Personal Protective Equipment (PPE) HAZWOPER Coordination with OSRO			
<input type="checkbox"/> PVC suits	<input type="checkbox"/> PE/TYVEK suits	<input type="checkbox"/> Respirator	
<input type="checkbox"/> Site secured	<input type="checkbox"/> PVC gloves	<input type="checkbox"/> Other	
<input type="checkbox"/> Other	<input type="checkbox"/> Hard hats	<input type="checkbox"/> Eye protection	

FIGURE 5 3 4 SITE SAFETY AND HEALTH PLAN, CONTINUED**SITE DIAGRAM****GENERAL DIAGRAM INSTRUCTIONS**

- 1 Site Diagram should include the following (label the items drawn with corresponding letter)

A Sketch with major feature locations (buildings drainage paths roads etc)	F Routes of entry
B Hazardous substance location	G Wind direction
C Work zones (exclusion contamination reduction support)	H Emergency evacuation routes
D Command center and decontamination area	I Assembly points
E Access and access restrictions	J First aid locations
	K Communication system

5.4 DECONTAMINATION PLAN

Incident Name	Location
Effective Date of Plan	Effective Time Period of Plan
Spill Location	Plan Prepared By

- **Work Zones**

- Support (cold) zone
- Contamination reduction (warm) zone
- Exclusion (hot) zone

These zones are identified by signs, barrier tape or other means. Decontamination is performed in the contamination reduction zone. When responders exit the exclusion zone they must be decontaminated.

Crews are available to assist in decontamination procedures as needed. The crews must wear appropriate personal protective equipment (PPE) and are responsible for packaging and labeling of contaminated PPE.

- **Decontamination Stations**

Decontamination is performed within the contamination reduction zone, which is appropriately lined to prevent the spread of contaminants. Dikes are installed under the lining to contain runoff.

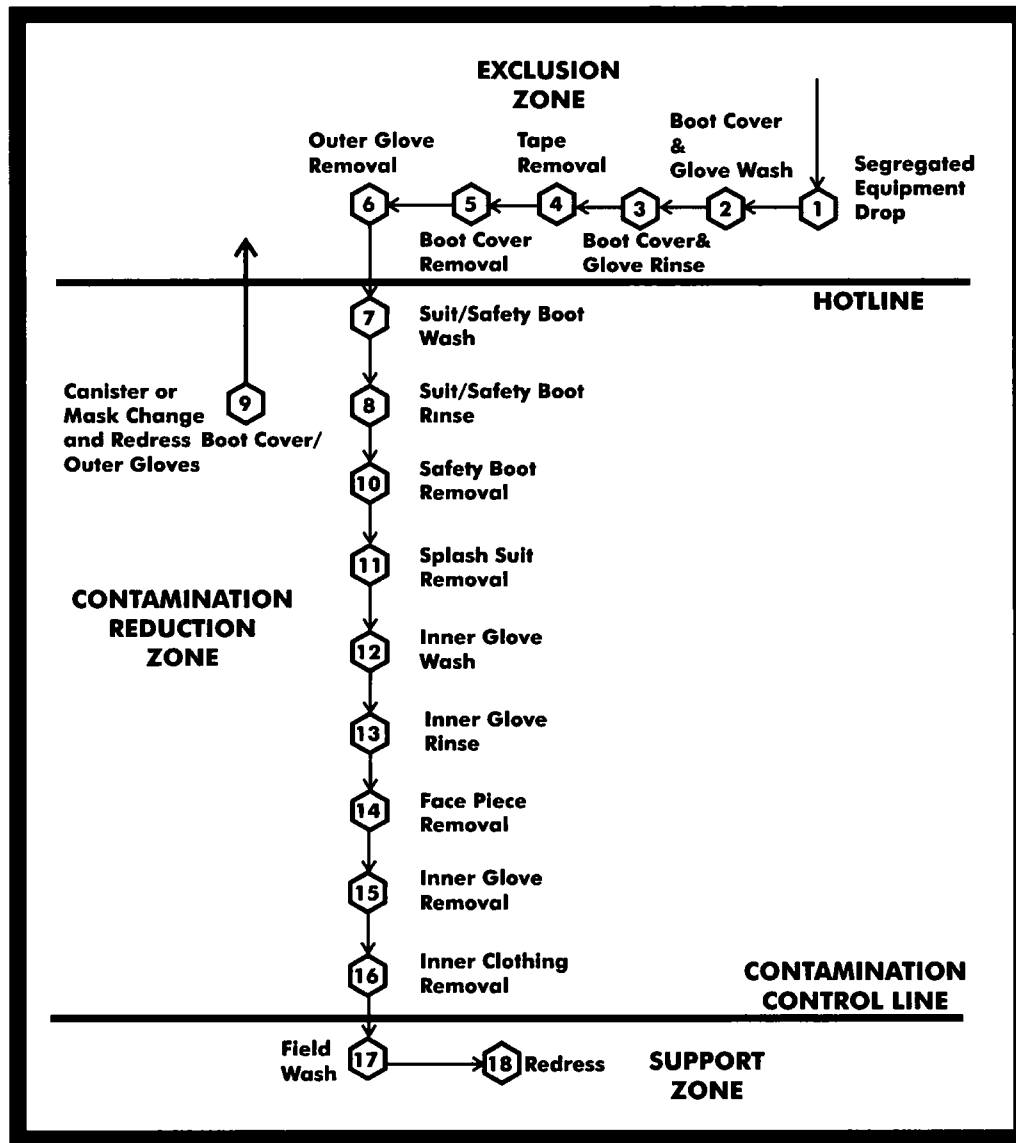
5 4 DECONTAMINATION PLAN, CONTINUED

Procedures for these stations are as follows

MAXIMUM MEASURES FOR DECONTAMINATION		
STATION 1	Segregated equipment drop	Deposit equipment used on site (tools sampling devices and containers monitoring instruments radios clipboards etc) on plastic drop cloths or in different containers with plastic liners Segregation at the drop reduces the probability of cross contamination During hot weather operations a cool down station may be set up within this area
STATION 2	Boot cover and glove wash	Scrub outer boot cover and gloves with decontamination solution or detergent and water
STATION 3	Boot cover and glove rinse	Rinse off decontamination solution from Station 2 using copious amounts of water
STATION 4	Tape removal	Remove tape around boots and gloves and deposit in container with plastic liner
STATION 5	Boot cover removal	Remove boot covers and deposit in containers with plastic liner
STATION 6	Outer glove removal	Remove outer gloves and deposit in container with plastic liner
STATION 7	Suit and boot wash	Wash splash suit gloves and safety boots Scrub with long handled scrub brush and decontamination solution
STATION 8	Suit and boot and glove rinse	Rinse off decontamination solution using water Repeat as many times as necessary
STATION 9	Canister or mask change	If worker leaves exclusion zone to change canister or this is the last step in the decontamination procedure worker's canister is exchanged new outer gloves and boot covers are donned joints are taped and the worker returns to duty
STATION 10	Safety boot removal	Remove safety boots and deposit in container with plastic liner
STATION 11	Splash suit removal	With assistance of helper remove splash suit Deposit in container with plastic liner
STATION 12	Inner glove wash	Wash inner gloves with decontamination solution
STATION 13	Inner glove rinse	Rinse inner gloves with water
STATION 14	Face piece removal	Remove face piece Deposit in container with plastic liner Avoid touching face with fingers
STATION 15	Inner glove removal	Remove inner gloves and deposit in lined container
STATION 16	Inner clothing removal	Remove clothing soaked with perspiration and place in lined container Do not wear inner clothing off site since there is a possibility that small amounts of contamination might have been transferred in removing the protective suit
STATION 17	Field wash	Shower if highly toxic skin corrosive or skin absorbable materials are known or suspected to be present Wash hands and face if shower is not available
STATION 18	Re dress	Put on clean clothes

5 4 DECONTAMINATION PLAN CONTINUED

DECONTAMINATION PROCEDURES, MAXIMUM DECONTAMINATION LAYOUT

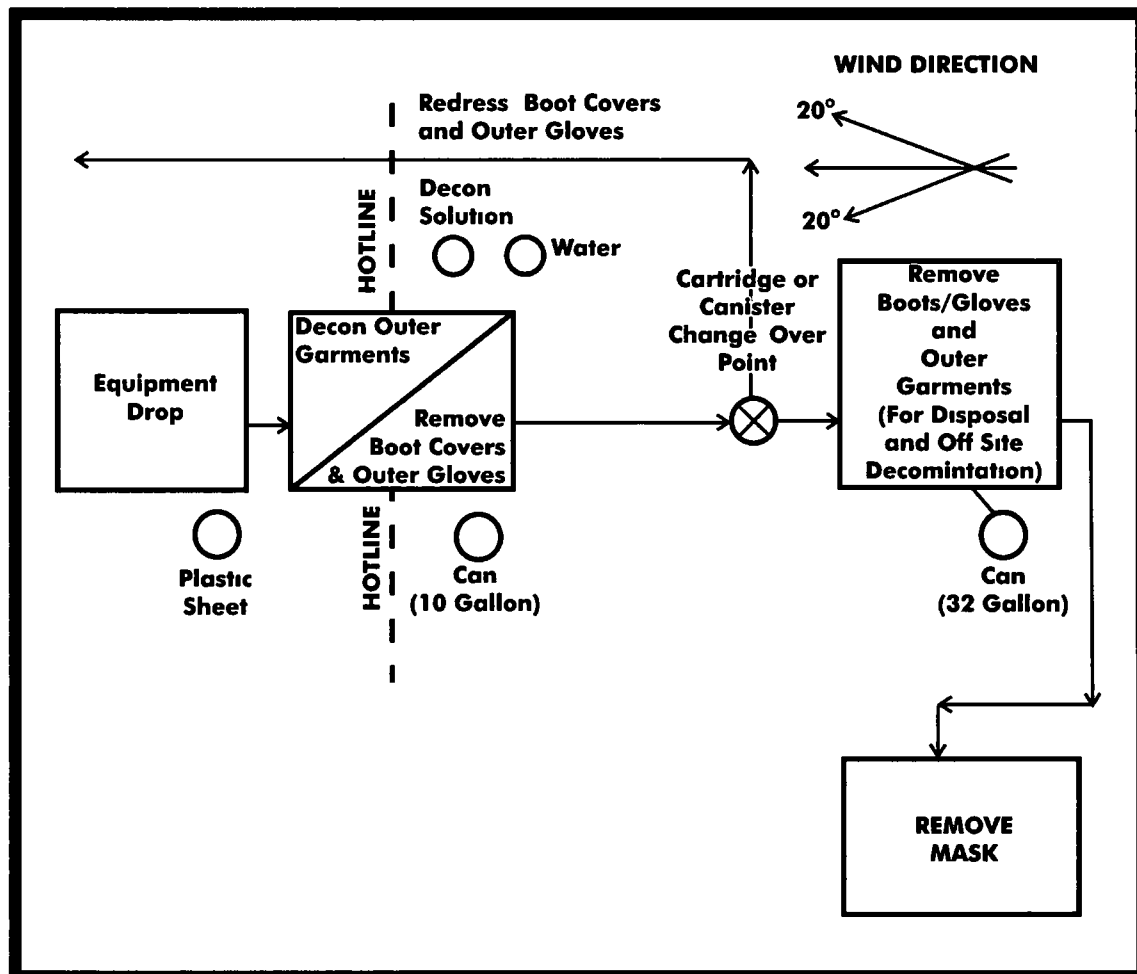


5 4 DECONTAMINATION PLAN CONTINUED

MINIMUM MEASURES FOR DECONTAMINATION		
STATION 1	Equipment drop	Deposit equipment used on site (tools sampling devices and containers monitoring instruments radios clipboards, etc) on plastic drop cloths Segregation at the drop reduces the probability of cross contamination During hot weather operations a cool down station may be set up within this area
STATION 2	Outer garment boots and gloves wash, and rinse	Scrub outer boots outer gloves and splash suit with decontamination solution or detergent and water Rinse off using copious amounts of water
STATION 3	Outer boot and glove removal	Remove outer boots and gloves Deposit in container with plastic liner
STATION 4	Canister or mask change	If worker leaves exclusion zone to change canister (or mask) or this is the last step in the decontamination procedures worker s canister is exchanged new outer gloves and boot covers are donned, joints are taped the worker returns to duty
STATION 5	Boot gloves and outer garment removal	Boots chemical resistant splash suit inner gloves removed and deposited in separate containers lined with plastic
STATION 6	Face piece removal	Face piece is removed Avoid touching face with fingers Face piece deposited on plastic sheet
STATION 7	Field wash	Hands and face are thoroughly washed Shower as soon as possible

5.4 DECONTAMINATION PLAN CONTINUED

DECONTAMINATION PROCEDURES MINIMUM DECONTAMINATION LAYOUT



5.5 DISPOSAL PLAN

Date	Location
Source of release	
Amount of release	
Incident name	
State On Scene Coordinator	
Federal On Scene Coordinator	
Time required for temporary storage	
Proposed storage method	

Disposal priorities

Sample date	Sample ID
Analysis required (type)	
Laboratory performing analysis	

Disposal options

	Available	Likely	Possible	Unlikely
Landfill				
In situ/ bio remediation				
In situ burn				
Pit burning				
Hydrocyclone				
Off site incineration				
Reclaim				
Recycle				

Resources required for disposal options

General information

Generator name	US EPA ID#
Waste properties	Waste name
US EPA waste code	State waste code
EPA hazardous waste	
Waste storage and transportation	
Proposed storage method	
Proposed transportation method	

5.5 DISPOSAL PLAN CONTINUED

Permits required for storage
Permits required for transportation
Estimated storage capacity
Number and type of storage required
Local storage available for temporary storage of recovered oil

PPE required for waste handling	
Waste coordinator	Date
Resources required for disposal options	

Incident name	
Sample number	Date sent
Source of sample	
Date sample data received	
Waste hazardous	Non hazardous
Permits/variances requested	
Approval received on waste profile	
Date disposal can begin	
Disposal facilities	
Profile number	
Storage contractors	
Waste transporters	
PPE designated and agrees with Site Safety and Health Plan	

5 5 DISPOSAL PLAN CONTINUED

Additional information
Waste coordinator

5 6 INCIDENT SECURITY PLAN

INCIDENT SECURITY PLAN (Complete form for each location requiring security)			
Incident name		Date	
Incident location			
Prepared by	Position	Date	
Indicate type of incident facility or area			
<input type="checkbox"/> Command post		<input type="checkbox"/> Offshore zone	
<input type="checkbox"/> Joint information center		<input type="checkbox"/> Onshore work site	
<input type="checkbox"/> Media briefing room		<input type="checkbox"/> Other	
<input type="checkbox"/> Staging area			
Incident facility location			
Hours security required at this location		Daylight	Night 24 hours
Security forces at this location			
<input type="checkbox"/> Private	<input type="checkbox"/> Local agency	<input type="checkbox"/> State agency	<input type="checkbox"/> Federal agency
Description			
Off site traffic control required		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes describe			
Site access controlled by			
<input type="checkbox"/> Personnel	<input type="checkbox"/> Barricades	<input type="checkbox"/> Gates	<input type="checkbox"/> Other
Describe			
Security forces at this location			
<input type="checkbox"/> Check in list	<input type="checkbox"/> Badges	<input type="checkbox"/> I D Card	<input type="checkbox"/> Other
Describe			

5 6 INCIDENT SECURITY PLAN, CONTINUED

INCIDENT SECURITY PLAN CONTINUED (Complete form for each location requiring security)	
Security forces at this location	
<input type="checkbox"/> Personnel <input type="checkbox"/> Locked storage <input type="checkbox"/> 24 hr manned site <input type="checkbox"/> Other	
Describe	
Describe EPA USCG FAA or other agency implemented safety or security zones	
Additional comments	
List emergency personnel on site	
Site security manager	Phone number
Local law enforcement	Phone number
State law enforcement	Phone number
Federal law enforcement	Phone number
Incident security officer	Phone number

5 7 DEMOBILIZATION PLAN

Incident name	Location
Effective date of plan	Effective time period of plan
Spill location	Plan prepared by

Demobilization procedures

- Operations Section will determine which resources are ready for release from a specific collection site
- The Planning Section will provide guidance on release priorities and demobilization recommendations
- Information maintained by the Planning Section will be utilized to assist in the prioritization
- Each incident will require a Decontamination Area
- Decontaminated equipment will be returned to appropriate staging area for release or re deployment
- Transports for equipment will be required if remote from staging area
- The Planning Section will document all demobilization and decontamination activities
- Equipment designated for re assignment will be mobilized to the appropriate staging area
- The Supervisor will ensure a log is maintained documenting that proper decontamination procedures are performed for each piece of equipment
- The Operations Section will ensure that redeployed personnel receive proper rest prior to returning to duty
- The Planning Section Chief will monitor personnel redeployment activities to ensure number of hours worked is within acceptable guidelines
- The Operations Section Chief must approve the Demobilization Plan before decontamination release or redeployment of any resources

SECTION 6

Last revised September 14 2006

SENSITIVE AREAS / RESPONSE TACTICS

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6 1 Area Description

6 2 Spill Containment / Recovery

Figure 6 2 1 Response Tactics for Various Shorelines

Figure 6 2 2 Response to Oil Spills in Urban Environments

6 3 Sensitive Area Protection

Figure 6 3 1 Sensitive Area Protection Implement Sequence

Figure 6 3 2 Summary of Shoreline and Terrestrial Cleanup Techniques

6 4 Wildlife Protection and Rehabilitation

6 5 Endangered and Threatened Species By State

6 6 Terminal Map Feature Index

6 7 Terminal Sensitivity Maps

6 8 Tactical Plans

6 1 AREA DESCRIPTION

Description of shoreline types and specific shoreline protection and clean up techniques are presented in **FIGURE 6 2 1** and **FIGURE 6 3 2**. The strategies and response examples are guidelines and must be evaluated during the response to ensure that the selected response methods are appropriate for the situation.

Sensitivity maps are provided in **SECTION 6 7**.

6 2 SPILL CONTAINMENT / RECOVERY

Containment and recovery refer to techniques that can be employed to contain and recover terrestrial and aquatic petroleum spills.

Terrestrial spills typically result from pipeline or tank leaks. The Company is equipped with secondary containment systems for areas with non pressurized breakout tanks. Spills occurring within the secondary containment area or along the pipeline areas should be contained at or near their source to minimize the size of the cleanup area and quantity of soil affected.

Containment is most effective when conducted near the source of the spill, where the oil has not spread over a large area and the contained oil is of sufficient thickness to allow effective recovery and/or cleanup. The feasibility of effectively implementing containment and recovery techniques is generally dependent upon the size of the spill, available logistical resources, implementation time, and environmental conditions or nature of the terrain in the spill area.

For terrestrial spills, trenches and earthen berms or other dams are most often used to contain oil migration on the ground surface. Recovery of free oil is best achieved by using pumps, vacuum sources, and/or sorbents.

Spills that reach water spread faster than those on land. They also have greater potential to contaminate water supplies, to affect wildlife and populated areas, and to impact manmade structures and human activities. Responses on water should therefore emphasize stopping the spill, containing the oil near its source, and protecting sensitive areas before they are impacted.

Sorbents are used to remove minor oil on water spills. For larger spills, booming is used to protect sensitive areas and to position oil so it can be removed with skimmers or vacuum trucks.

Due to entrainment, booming is not effective when the water moves faster than one knot or waves exceed 1.5 feet in height. Angling a boom will minimize entrainment. Using multiple, parallel booms will also improve recovery in adverse conditions. A summary of booming techniques is provided below.

Containment/Diversion Berming	<ul style="list-style-type: none">• Berms are constructed ahead of advancing surface spills to contain spill or divert spill to a containment area• May cause disturbance of soils and some increased soil penetration
--------------------------------------	---

Blocking/Flow Through Dams	<ul style="list-style-type: none">• Construct dam in drainage course/stream bed to block and contain flow of spill. Cover with plastic sheeting. If water is flowing install inclined pipes during dam construction to pass water underneath dam• May increase soil penetration
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Culvert Blocking	<ul style="list-style-type: none">• Block culvert with plywood, sandbags, sediments, etc. to prevent oil from entering culvert
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Interception Trench	<ul style="list-style-type: none">• Excavate ahead of advancing surface spill to contain spill and prevent further advancement. Cover bottom and gradients with plastic• May cause disturbance of soils and increased soil penetration
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Containment booming	<ul style="list-style-type: none">• Boom is deployed around free oil• Boom may be anchored or left to move with the oil
----------------------------	--

Diversion booming	<ul style="list-style-type: none">• Boom is deployed at an angle to the approaching oil• Oil is diverted to a less sensitive area• Diverted oil may cause heavy oil contamination to the shoreline downwind and down current• Anchor points may cause minor disturbance to the environment
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Exclusion booming	<ul style="list-style-type: none">• Boom is placed around a sensitive area or across an inlet, a river mouth, a creek mouth, or a small bay• Approaching oil is contained or deflected (diverted) by the boom• Anchor points may cause minor disturbance to the environment
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Sorbent booming

- Used only on quiet water with minor oil contamination
- Boom is anchored along a shoreline or used in a manner described above
- May use boom made of sorbent material or may pack sorbent material between multiple booms placed parallel to each other

Other cleanup methods include natural recovery manual removal/scraping low pressure flushing warm water washing and burning Berms and dams are also used in shallow waterways to protect areas

Cleanup methods are provided in the appropriate Area Contingency Plan (ACP) NOAA's Shoreline Assessment Manual and NOAA's Options for Minimizing Environmental Impacts of Freshwater Spill Response (See <http://response.restoration.noaa.gov> for the latter two)

FIGURE 6 2 1 RESPONSE TACTICS FOR VARIOUS SHORELINES

TYPES	DESCRIPTION	PREDICTED OIL IMPACT	RECOMMENDED CLEANUP ACTIVITY
Developed/ Unforested land	<ul style="list-style-type: none"> This class includes towns cities farms pastures fields reclaimed wetlands and other altered areas Organisms and algae may be common in riprap structures and on pilings 	<ul style="list-style-type: none"> Oil would percolate easily between the gravel and boulders of riprap structures Oil would coat the intertidal areas of solid structures Biota would be damaged or killed under heavy accumulations 	<ul style="list-style-type: none"> May require high pressure spraying <ul style="list-style-type: none"> To remove oil To prepare substrate for recolonization of barnacle and oyster communities For aesthetic reasons
Freshwater Flat	<ul style="list-style-type: none"> Mud or organic deposits located along the shore or in shallow portions of nontidal freshwater lakes and ponds They are exposed to low wave and current energy They are often areas of heavy bird use 	<ul style="list-style-type: none"> Oil is expected to be deposited along the shoreline Penetration of spilled oil into the water saturated sediments of the flat will not occur When sediments are contaminated oil may persist for years 	<ul style="list-style-type: none"> These areas require high priority for protection against oil contamination Cleanup of freshwater flats is nearly impossible because of soft substrate Cleanup is usually not even considered because of the likelihood of mixing oil deeper into the sediments during the cleanup effort Passive efforts such as sorbent boom can be used to retain oil as it is naturally removed
Fresh Marsh	<ul style="list-style-type: none"> Found along freshwater ponds and lakes These marshes have various types of vegetative cover including floating aquatic mats vascular submerged vegetation needle and broad leaved deciduous scrubs and shrubs and broad leaved evergreen scrubs and shrubs Birds and mammals extensively use fresh marshes for feeding and breeding purposes 	<ul style="list-style-type: none"> Small amounts of oil will contaminate the outer marsh fringe only natural removal by wave action can occur within months Large spills will cover more area and may persist for decades Oil particularly the heavy fuel oils tends to adhere readily to marsh grasses 	<ul style="list-style-type: none"> Marshes require the highest priority for shoreline protection Natural recovery is recommended when <ul style="list-style-type: none"> A small extent of marsh is affected A small amount of oil impacts the marsh fringe The preferred cleanup method is a combination of low pressure flushing sorption and vacuum pumping performed from boats Any cleanup activities should be supervised closely to avoid excessive disturbances of the marsh surface or roots Oil wrack and other debris may be removed by hand
Swamp	<ul style="list-style-type: none"> Swamps are freshwater wetlands having varying water depths with vegetation types ranging from shrubs and scrubs to poorly drained forested wetlands Major vegetative types include scrubs shrubs evergreen trees and hardwood forested woodlands Birds and mammals use swamps during feeding and breeding activities 	<ul style="list-style-type: none"> Even small amounts of spilled oil can spread through the swamp Large spills will cover more area and may persist for decades since water flushing rates are low Oil particularly the heavy fuel oils will adhere to swamp vegetation Unlike mangroves the roots of swamp forest trees are not exposed thus little damage to trees is expected Any underbrush vegetation however would be severely impacted 	<ul style="list-style-type: none"> No cleanup recommended under light conditions Under moderate to heavy accumulations to prevent chronic oil pollution of surrounding areas placement of sorbent along fringe swamp forest (to absorb oil as it is slowly released) may be effective under close scientific supervision Proper strategic boom placement may be highly effective in trapping large quantities of oil thus reducing oil impact to interior swamp forests Oil trapped by boom can be reclaimed through the use of skimmers and vacuums

FIGURE 6 2 1 RESPONSE TACTICS FOR VARIOUS SHORELINES CONTINUED

TYPES	DESCRIPTION	PREDICTED OIL IMPACT	RECOMMENDED CLEANUP ACTIVITY
Open water	<ul style="list-style-type: none"> Have ocean like waves and currents Weather changes effect on water conditions River mouths present problems Thermal stratification occurs 	<ul style="list-style-type: none"> Most organisms are mobile enough to move out of the spill area Aquatic birds are vulnerable to oiling Human usage (such as transportation water intakes and recreational activities) may be restricted 	<ul style="list-style-type: none"> Booming skimming vacuuming and natural recovery are the preferred cleanup methods Sorbents containment booming skimming and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks and additionally until the appropriate safety precautions have been taken (e g elimination of ignition sources control of flammable vapors and grounding and bonding of recovery equipment) Cleanup options include physical herding sorbents and debris/vegetation removal
Large rivers	<ul style="list-style-type: none"> May have varying salinities meandering channels and high flow rates May include manmade structures (such as dams and locks) Water levels vary seasonally Floods generate high suspended sediment and debris loads 	<ul style="list-style-type: none"> Fish and migratory birds are of great concern Under flood conditions may impact highly sensitive areas in floodplains Human usage may be high When sediments are contaminated oil may persist for years 	<ul style="list-style-type: none"> Booming skimming and vacuuming are the preferred cleanup methods Sorbents containment booming skimming and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks and additionally until the appropriate safety precautions have been taken (e g elimination of ignition sources control of flammable vapors and grounding and bonding of recovery equipment) Cleanup options include natural recovery physical herding sorbents and debris/vegetation removal
Small lakes and ponds	<ul style="list-style-type: none"> Water surface can be choppy Water levels can fluctuate widely May completely freeze in winter Bottom sediments near the shore can be soft and muddy Surrounding area may include wet meadows and marshes 	<ul style="list-style-type: none"> Wildlife and socioeconomic areas likely to be impacted Wind will control the oil's distribution 	<ul style="list-style-type: none"> Booming skimming vacuuming and sorbents are the preferred cleanup methods Sorbents containment booming skimming and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks and additionally until the appropriate safety precautions have been taken (e g elimination of ignition sources control of flammable vapors and grounding and bonding of recovery equipment) Cleanup options include physical herding sorbents and debris/vegetation removal
Small rivers and streams	<ul style="list-style-type: none"> Wide range of water bodies fast flowing streams to slow moving bayous with low muddy banks and fringed with vegetation May include waterfalls rapids log jams mid channel bars and islands Weathering rates may be slower because spreading and evaporation are restricted 	<ul style="list-style-type: none"> Usually contaminate both banks and the water column exposing a large number of biota to being oiled Water intakes for drinking water irrigation and industrial use likely to be impacted 	<ul style="list-style-type: none"> Booming skimming vacuuming sorbents barriers and berms are the preferred cleanup methods Sorbents containment booming skimming and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks and additionally until the appropriate safety precautions have been taken (e g elimination of ignition sources control of flammable vapors and grounding and bonding of recovery equipment) Cleanup options include physical herding natural recovery debris removal vegetation removal and in situ burn

FIGURE 6 2 2 RESPONSE TO OIL SPILLS IN URBAN ENVIRONMENTS

APPLICABILITY	DESCRIPTION	RECOMMENDED EQUIPMENT	POTENTIAL ISSUES
<p>Storm Sewers</p> <p>Spilled product may be able to infiltrate a storm sewer either directly via a grate or indirectly through cracks or gaps in underground pipes</p>	<ul style="list-style-type: none"> ● Flushing – Use of high pressure water to move suspended product to a collection area ● Jet Flushing – Specialized sewer cleaning equipment to remove suspended product as well as silt and debris 	<ul style="list-style-type: none"> ● Vac Truck ● Frac Tank ● Jet Flushing Truck ● Pumps 	<ul style="list-style-type: none"> ● Simple flushing may not be able to remove product that has infiltrated silt or hung up in corrugated sides of storm piping Jet flushing may be required ● Jet flushing may result in accumulation of solid wastes to be managed Sewer inspection may require confined space entry ● Product may follow the outside of sewer lines ● Sewer system may have to be rerouted during response to eliminate recontamination ● Storm sewers may be part of a combined sewer system (See Sanitary Sewer System) ● As part of initial assessment dye marking may be required along with marking manhole covers to identify locations ● Collect upstream and downstream water quality samples
<p>Stormwater Retention Ponds</p>	<ul style="list-style-type: none"> ● Aeration/Sparging – Use of compressors to inject air into the water to volatilize hydrocarbons ● Booming Using sorbent and/or containment booms to contain and recover petroleum products ● Skimming – Skimmers may be used depending on concentration of flowing product ● Shoreline Cleanup – See Shoreline tactics ● Underflow Dams 	<ul style="list-style-type: none"> ● Vac Truck ● Frac Tank ● Compressors ● Containment Boom ● Sorbent Boom 	<ul style="list-style-type: none"> ● Storm water ponds are designed for the temporary storage of storm water Water conditions may result in the pond overflowing to a storm sewer to another pond or to a river Conditions must be monitored to ensure boom placement matches changing water height
<p>Sanitary Sewers</p> <p>Spilled product may be able to infiltrate a sanitary sewer indirectly through cracks or gaps in underground pipes</p>	<ul style="list-style-type: none"> ● Flushing – Use of high pressure water to move suspended product to a collection area ● Jet Flushing – Specialized sewer cleaning equipment to remove suspended product as well as solids ● Biological/Cleaning Agents – Specialized cleaning agents used with flushing to remove petroleum products Helpful bacteria may remain to assist in cleaning any residual petroleum products 	<ul style="list-style-type: none"> ● Vac Truck ● Frac Tank ● Jet Flushing Truck ● Pumps ● Cleaning Agent 	<ul style="list-style-type: none"> ● Simple flushing may not be able to remove product that has infiltrated solids or hung up in high or low spot in piping Jet flushing may be required Jet flushing will result in accumulation of solid wastes to be managed ● Sewer system may have to be rerouted upstream of impacted area during response to eliminate recontamination ● Product may follow the outside of sewer lines ● Any flushing and recovery will result in accumulation of biological wastes which must be stored and handled separately from other recovered petroleum or contact water ● Municipalities may not allow cleaning agents to be released to their water treatment plants requiring recovery downstream of the injection point ● As part of the initial assessment dye marking manhole marking and air monitoring may be required ● Check residential and business properties for vapors that may have migrated through dry traps ● Permits may be required to discharge treated water

6.3 SENSITIVE AREA PROTECTION

Protection refers to the implementation of techniques or methods to prevent oil from making contact with a shoreline or aquatic area that is determined to be sensitive for environmental, economic, cultural, or human use reasons. Implementation of sensitive area protection techniques must consider a number of factors such as sensitive features, priorities for areas to be protected, and potential degree of impact. In the event a product spill reaches a major area waterway, it may be necessary to protect downstream sensitive areas if it appears that local containment and recovery efforts will not be sufficient to control the entire spill. Major waterways and specific sensitive areas located downstream of the pipeline are provided in **SECTION 6.7**.

FIGURE 6 3 1 SENSITIVE AREA PROTECTION IMPLEMENT SEQUENCE

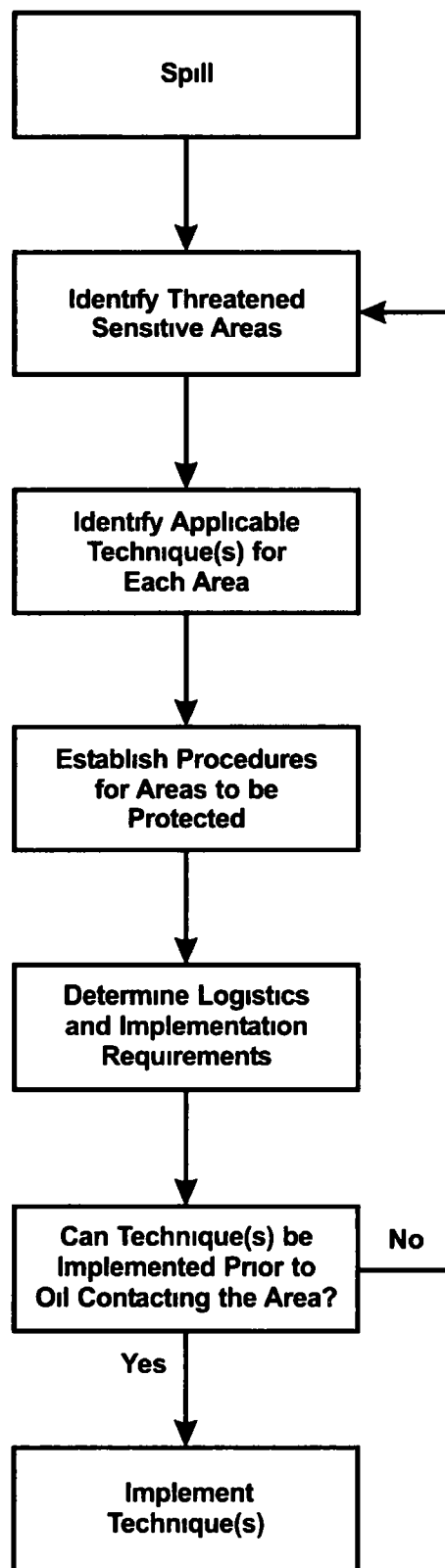


FIGURE 6 3 2 SUMMARY OF SHORELINE AND TERRESTRIAL CLEANUP TECHNIQUES

TECHNIQUE	DESCRIPTION	RECOMMENDED EQUIPMENT	APPLICABILITY	POTENTIAL ENVIRONMENTAL EFFECTS
Removal				
1 Manual Removal	Hand tool (scrapers wire brushes shovels cutting tools wheel barrows etc) are used to scrape oil off surfaces or recover oiled sediments vegetation or debris where oil conditions are light or sporadic and/or access is limited	Equipment misc hand tools Personnel 10 20 workers	<ul style="list-style-type: none"> Can be used on all habitat types Light to moderate oiling conditions for stranded oil or heavy oils that have formed semi solid to solid masses In areas where roosting or birthing animals cannot or should not be disturbed 	<ul style="list-style-type: none"> Sediment disturbance and erosion potential
2 Mechanical Removal	Mechanical earthmoving equipment is used to remove oiled sediments and debris from heavily impacted areas with suitable access	Equipment motor grader backhoe dump truck elevating scrapers Personnel 2 4 workers plus equipment operators	<ul style="list-style-type: none"> On land wherever surface sediments are accessible to heavy equipment Large amounts of oiled materials 	<ul style="list-style-type: none"> Removes upper 2 to 12 inches of sediments
3 Sorbent Use	Sorbents are applied manually to oil accumulations coatings sheens etc to remove and recover the oil	Equipment misc hand tools misc sorbents Personnel 2 10 workers	<ul style="list-style-type: none"> Can be used on all habitat types Free floating oil close to shore or stranded on shore secondary treatment method after gross oil removal Sensitive areas where access is restricted 	<ul style="list-style-type: none"> Sediment disturbance and erosion potential Trampling of vegetation and organisms Foot traffic can work oil deeper into soft sediments
4 Vacuum / Pumps / Skimmers	Pumps vacuum trucks skimmers are used to remove oil accumulations from land or relatively thick floating layers from the water	Equipment 1 2 50- to 100-bbl vacuum trucks w/hoses 1 2 nozzle screens or skimmer heads Personnel 2 6 workers plus truck operators	<ul style="list-style-type: none"> Can be used on all habitat types Stranded oil on the substrate Shoreline access points 	<ul style="list-style-type: none"> Typically does not remove all oil Can remove some surface organisms sediments and vegetation
Washing				
5 Flooding	High volumes of water at low pressure are used to flood the oiled area to float oil off and out of sediments and back into the water or to a containment area where it can be recovered Frequently used with flushing	Equipment 1 5 100- to 200-gpm pumping systems 1 100 ft perforated header hose per system 1 2 200 ft containment booms per system 1 oil recovery device per system Personnel 6 8 workers per system	<ul style="list-style-type: none"> All shoreline types except steep intertidal areas Heavily oiled areas where the oil is still fluid and adheres loosely to the substrate Where oil has penetrated into gravel sediments Used with other washing techniques 	<ul style="list-style-type: none"> Can impact clean downgradient areas Can displace some surface organisms if present Sediments transported into water can affect water quality

**FIGURE 6 3 2 SUMMARY OF SHORELINE AND TERRESTRIAL CLEANUP TECHNIQUES
CONTINUED**

TECHNIQUE	DESCRIPTION	RECOMMENDED EQUIPMENT	APPLICABILITY	POTENTIAL ENVIRONMENTAL EFFECTS
Washing Continued				
6 Flushing	Water streams at low to moderate pressure and possibly elevated temperatures are used to remove oil from surface or near surface sediments through agitation and direct contact. Oil is flushed back into the water or a collection point for subsequent recovery. May also be used to flush out oil trapped by shoreline or aquatic vegetation.	Equipment 1 5 50- to 100-gpm/ 100-psi pumping systems with manifold 1 4 100 ft hoses and nozzles per system 1 2 200 ft containment booms per system 1 oil recovery device per system Personnel 8 10 workers per system	<ul style="list-style-type: none"> Substrates riprap and solid man made structures Oil stranded onshore Floating oil on shallow intertidal areas 	<ul style="list-style-type: none"> Can impact clean downgradient areas Will displace many surface organisms if present Sediments transported into water can affect water quality Hot water can be lethal to many organisms Can increase oil penetration depth
7 Spot (High Pressure Washing)	High pressure water streams are used to remove oil coatings from hard surfaces in small areas where flushing is ineffective. Oil is directed back into water or collection point for subsequent recovery.	Equipment 1 5 1 200- to 4 000 psi units with hose and spray wand 1 2 100 ft containment booms per unit 1 oil recovery device per unit Personnel 2 4 workers per unit	<ul style="list-style-type: none"> Bedrock man made structures and gravel substrates When low pressure flushing is not effective Directed water jet can remove oil from hard to reach sites 	<ul style="list-style-type: none"> Will remove most organisms if present Can damage surface being cleaned Can affect clean downgradient or nearby areas
In Situ				
8 Passive Collection	Sorbent/snare booms or other sorbent materials are anchored at the waterline adjacent to heavily oiled areas to contain and recover oil as it leaches from the sediments.	Equipment 1 000 2 000 ft sorbent/snare boom 200 400 stakes or anchor systems Personnel 4 10 workers	<ul style="list-style-type: none"> All shoreline types Calm wave action Slow removal process 	<ul style="list-style-type: none"> Significant amounts of oil can remain on the shoreline for extended periods of time
9 Sediment Tilling	Mechanical equipment or hand tools are used to till lightly to moderately oiled surface sediments to maximize natural degradation processes.	Equipment 1 tractor fitted with tines dicer ripper blades etc or 1 4 rototillers or 1 set of hand tools Personnel 2 10 workers	<ul style="list-style-type: none"> Any sedimentary substrate that can support heavy equipment Sand and gravel beaches with subsurface oil Where sediment is stained or lightly oiled Where oil is stranded above normal high waterline 	<ul style="list-style-type: none"> Significant amounts of oil can remain on the shoreline for extended periods of time Disturbs surface sediments and organisms

**FIGURE 6 3 2 SUMMARY OF SHORELINE AND TERRESTRIAL CLEANUP TECHNIQUES
CONTINUED**

TECHNIQUE	DESCRIPTION	RECOMMENDED EQUIPMENT	APPLICABILITY	POTENTIAL ENVIRONMENTAL EFFECTS
In Situ Continued				
10 In Situ Bioremediation	Fertilizer is applied to lightly to moderately oiled areas to enhance microbial growth and subsequent biodegradation of oil	Equipment 1 2 fertilizer applicators 1 tilling device if required Personnel 2 4 workers	<ul style="list-style-type: none"> Any shoreline habitat type where nutrients are deficient Moderate to heavily oiled substrates After other techniques have been used to remove free product on lightly oiled shorelines Where other techniques are destructive or ineffective 	<ul style="list-style-type: none"> Significant amounts of oil can remain on the shoreline for extended periods of time Can disturb surface sediments and organisms
11 Log/Debris Burning	Oiled logs driftwood vegetation and debris are burned to minimize material handling and disposal requirements Material should be stacked in tall piles and fans used to ensure a hot clean burn	Equipment 1 set of fire control equipment 2 4 fans 1 supply of combustion promoter Personnel 2 4 workers	<ul style="list-style-type: none"> On most habitats except dry muddy substrates where heat may impact the biological productivity of the habitat Where heavily oiled items are difficult or impossible to move Many potential applications on ice 	<ul style="list-style-type: none"> Heat may impact local near surface organisms Substantial smoke may be generated Heat may impact adjacent vegetation
12 Natural Recovery	No action is taken and oil is allowed to degrade naturally	None required	<ul style="list-style-type: none"> All habitat types When natural removal rates are fast Degree of oiling is light Access is severely restricted or dangerous to cleanup crews When cleanup actions will do more harm than natural removal 	<ul style="list-style-type: none"> Oil may persist for significant periods of time Remobilized oil or sheens may impact other areas Higher probability of impacting wildlife
13 Dispersants (Under no circumstances will any facility personnel who might be involved in an oil spill response disperse detergents or other surfactants These products are prohibited from being used on an oil spill in water such usage requires written approval of the Regional Response Team consisting of federal and state agency representatives that coordinate oil spill response efforts)	Dispersants are used to reduce the oil/water interfacial tension thereby decreasing the energy needed for the slick to break into small particles and mix into the water column Specially formulated products containing surface active agents are sprayed from aircraft or boats onto the slick	Dispersants Boat or aircraft	<ul style="list-style-type: none"> Water bodies with sufficient depth and volume for mixing and dilution When the impact of the floating oil has been determined to be greater than the impact of dispersed oil on the water column community 	<ul style="list-style-type: none"> Use in shallow water could affect benthic resources May adversely impact organisms in the upper 30 feet of the water column Some water surface and shoreline impacts could occur
1 Per 1000 feet of shoreline or oiled area				

Cleanup methods are provided in the appropriate Area Contingency Plan (ACP) NOAA's Shoreline Assessment Manual and NOAA's Options for Minimizing Environmental Impacts of Freshwater Spill Response (See <http://response.restoration.noaa.gov> for the latter two)

6.4 WILDLIFE PROTECTION AND REHABILITATION

- The Company will support wildlife protection and rehabilitation efforts during the response but will not typically directly manage these efforts
- Company personnel will not attempt to rescue or clean affected wildlife because such actions may cause harm to the individuals or may place the animals at further risk
- Federal and state agencies responsible for wildlife capture and rehabilitation will typically coordinate capturing and rehabilitating oiled wildlife a list of these agencies are included in **FIGURE 3.1.3**
- Wildlife rehabilitation specialists may be utilized to assist in capturing and rehabilitating oiled animals as well as deterring unaffected animals away from the spill site

6 5 ENDANGERED AND THREATENED SPECIES BY STATE

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
(No common name)	<i>Geocarpus minimum</i>	Grazing land	T	Arkansas
Bat gray	<i>Myotis grisescens</i>	Caves and mines rivers adjacent to forests	E	Arkansas
Bat Indiana	<i>Myotis sodalis</i>	Caves mines upland forests	E	Arkansas
Bat Ozark big eared	<i>Corynorhinus (=Plecotus) townsendii ingens</i>	Caves mines upland forests	E	Arkansas
Beetle American burying	<i>Nicrophorus americanus</i>	Cropland/hedgerow	E	Arkansas
Bladderpod Missouri	<i>Lesquerella filiformis</i>	Limestone glades and rocky open areas	T	Arkansas
Blossom turgid (pearly mussel) Entire Range	<i>Epioblasma turgidula</i>	Sand and gravel substrates of shallow fast flowing streams	E	Arkansas
Cavefish Ozark	<i>Amblyopsis rosae</i>	Dark cave waters	T	Arkansas
Clover running buffalo	<i>Trifolium stoloniferum</i>	Open woodlands savannas grasslands stream banks floodplains and shoals	E	Arkansas
Crayfish cave	<i>Cambarus aculabrum</i>	Cave streams	E	Arkansas
Crayfish cave	<i>Cambarus zophonastes</i>	Cave streams	E	Arkansas
Darter leopard	<i>Percina pantherina</i>	Clear upland small to medium rivers	T	Arkansas
Fatmucket Arkansas	<i>Lampsilis powelli</i>	Deep pools and backwater areas that possess sand	T	Arkansas
Harperella	<i>Ptilimnium nodosum</i>	Rocky or gravelly shoals of clear swift flowing streams	E	Arkansas
Mapleleaf winged Entire	<i>Quadrula fragosa</i>	Big River high gradient medium river moderate gradient riffle	E	Arkansas

T Threatened
E Endangered

6 5 ENDANGERED AND THREATENED SPECIES BY STATE

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Mucket pink (pearlymussel)	<i>Lampsilis abrupta</i>	Sand and gravel substrates	E	Arkansas
Mussel scaleshell	<i>Leptodea leptodon</i>	Creeks and large rivers	E	Arkansas
Orchid eastern prairie fringed	<i>Platanthera leucophaea</i>	Mesic to wet praries	T	Arkansas
Panther Florida	<i>Puma (=Felis) concolor coryi</i>	South of Lake Okeechobee in the Big Cypress/Everglades region of Florida	E	Arkansas
Pearlshell Louisiana	<i>Margaritifera hembeli</i>	Small sandy creeks with stable sand and gravel substrates	T	Arkansas
Pearlymussel Curtis	<i>Epioblasma florentina curtisi</i>	Riffles or runs in transistion areas between headwater and lowland streams	E	Arkansas
Pocketbook fat	<i>Potamilus capax</i>	Sand mud and fine gravel substrates	E	Arkansas
Pocketbook Ouachita rock	<i>Arkansia wheeleri</i>	Pools side channels rivers and large creeks in or near the Ouachita Uplift	E	Arkansas
Pocketbook speckled	<i>Lampsilis streckeri</i>	Coarse to muddy sand with a constant flow of water	E	Arkansas
Pondberry	<i>Lindera melissifolia</i>	Floodplain hardwood forests and forested swales	E	Arkansas
Shagreen Magazine Mountain	<i>Mesodon magazinensis</i>	Rock slide cool moist climate and will move deeper into rock crevasses in warmer dry weather	T	Arkansas
Shiner Arkansas River Arkansas R Basin	<i>Notropis girardi</i>	Unshaded channels of creeks and small to large rivers	T	Arkansas
Sturgeon pallid	<i>Scaphirhynchus albus</i>	Free flowing riverine	E	Arkansas
Tern least interior pop	<i>Sterna antillarum</i>	Open sandy or gravelly beach dredge spoil and other open shoreline areas	E	Arkansas
Woodpecker ivory billed entre	<i>Campephilus principalis</i>	Mature old growth forest cypress swamps and mature pine forests	E	Arkansas

T Threatened
E Endangered

6 5 ENDANGERED AND THREATENED SPECIES BY STATE

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Woodpecker red cockaded	<i>Picoides borealis</i>	Open pine forests with large widely spaced older trees	E	Arkansas

T Threatened
E Endangered

6 6 TERMINAL MAP FEATURE INDEX

MAP ID#	MAP NAME	FEATURE	NAME
1	Map 1 of 3	Transportation Route	I 540 Ramp
2	Map 1 of 3	Transportation Route	I 540
3	Map 1 of 3	Transportation Route	I 540 Ramp
4	Map 1 of 3	Transportation Route	US 71
5	Map 1 of 3	Transportation Route	S 28th Street
6	Map 1 of 3	Transportation Route	US 71
7	Map 1 of 3	Transportation Route	Jenny Lind Road
8	Map 1 of 3	Transportation Route	Phoenix Road
9	Map 1 of 3	Transportation Route	US 71
10	Map 1 of 3	Transportation Route	Fresno Road
11	Map 1 of 3	Transportation Route	Schulter Street
12	Map 1 of 3	Transportation Route	SR 255
13	Map 1 of 3	Utility	Kansas City Southern Railroad
14	Map 2 of 3	Utility	Powerlines
15	Map 2 of 3	Transportation Route	US 64
16	Map 2 of 3	Park	Lee Creek Public Use Area
17	Map 3 of 3	Utility	Powerlines
18	Map 3 of 3	Utility	Arkansas & Missouri Railroad
19	Map 3 of 3	Transportation Route	US 64
20	Map 3 of 3	Transportation Route	I 540

6.7 TERMINAL SENSITIVITY DESCRIPTION

EXPLANATION OF THE VULNERABILITY ANALYSIS

A Vulnerability Analysis has been conducted for the terminal using the following general methodology (in accordance with 40CFR 112 Appendix F paragraph 1.4.2 and 1.4.3 and external references provided therein)

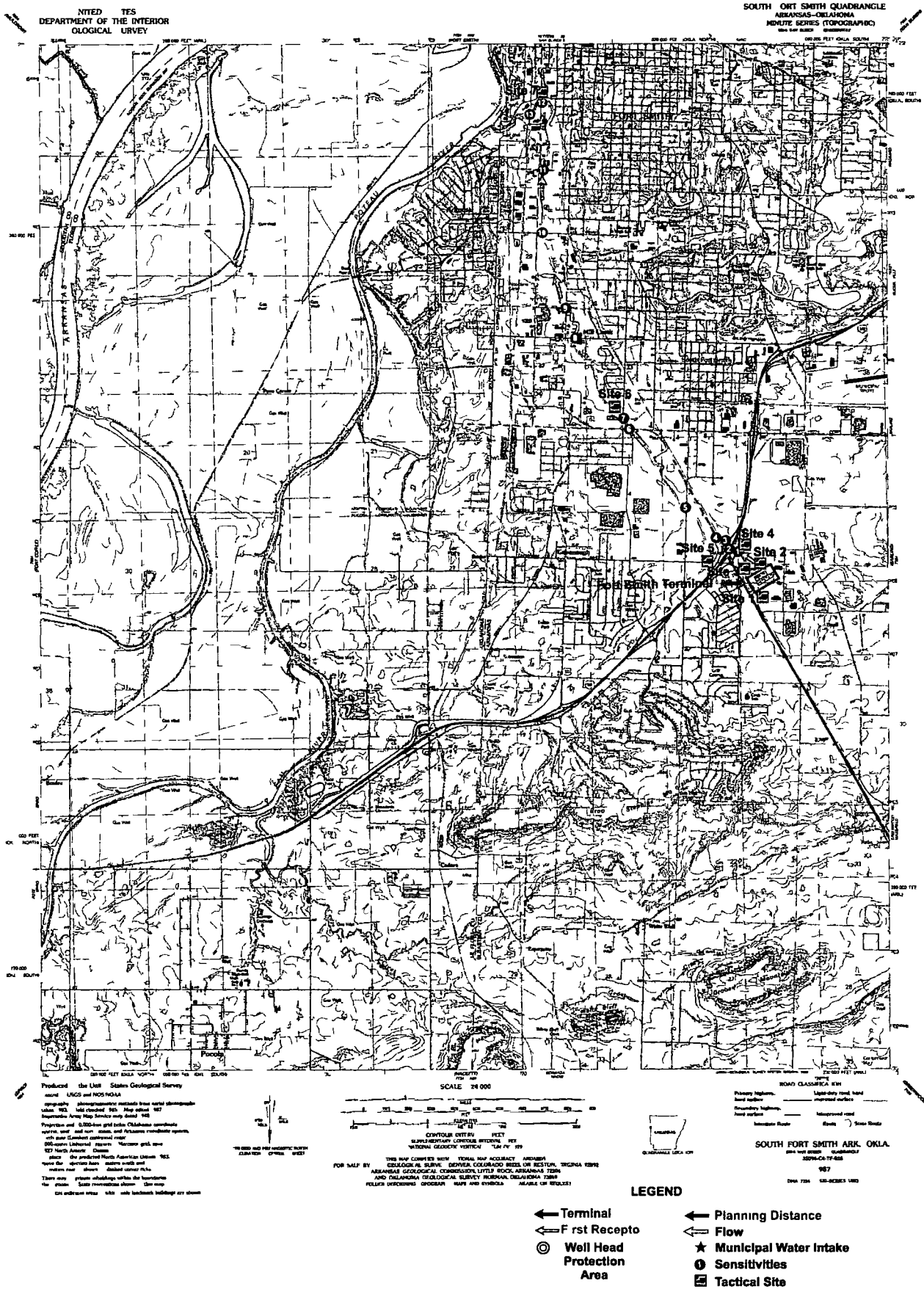
- Hazards identified in **FIGURE C 4** of this terminal Integrated Contingency Plan (ICP) are carefully reviewed for spill potential
- Worst case Medium and Small Spill Scenarios are developed on the basis of spill history of the terminal, vulnerability to natural disaster, the operator's knowledge and experience related to the terminal's spill history, container age and other factors, and the sensitivities identified within the calculated planning distance
- Sensitive receptors are reviewed, and Tactical Plans are developed to mitigate the risk of exposure of the identified receptors to an oil spill
- Tactical exercises and oil spill prevention meetings are conducted to increase awareness, decrease the probability of oil spills, and increase the effectiveness of mitigation techniques employed should a spill occur

Within this ICP, the Vulnerability Analysis required under Pt 112 App F is split across three sections in the document. **APPENDIX C** comprises the hazard analysis (Spill Prevention Containment and Countermeasures Plan), **APPENDIX D** comprises the hazard analysis continuation, scenario analysis and downstream planning distance calculations, and **SECTION 6** comprises the sensitivity analysis – this is also where the detailed Tactical Site Plans are located.

6 7 TERMINAL SENSITIVITY MAPS

(Click here for Sensitivity Maps) 1

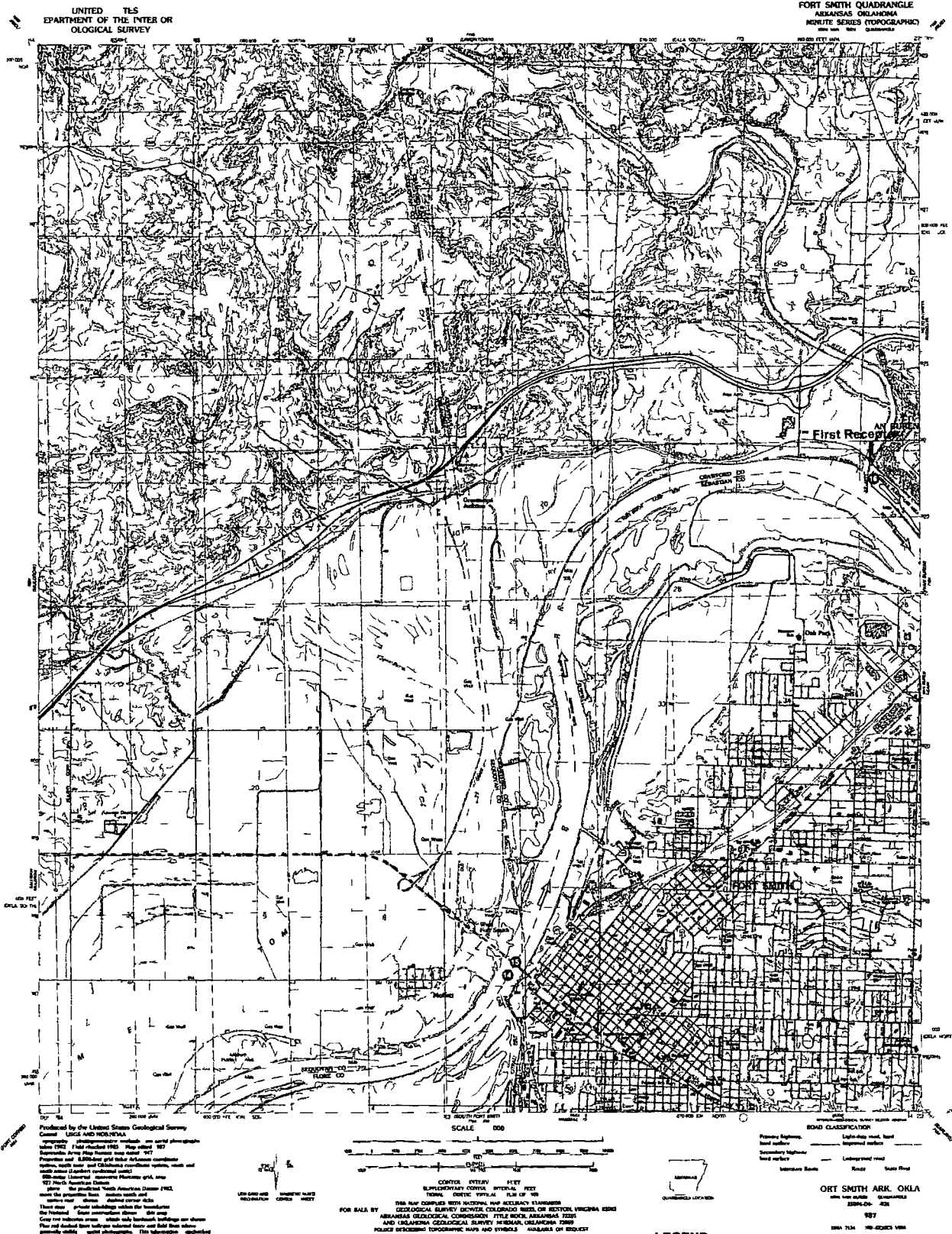
Fort Smith Terminal Map 1 of 3



6 7 TERMINAL SENSITIVITY MAPS

(Click here for Sensitivity Maps) 2

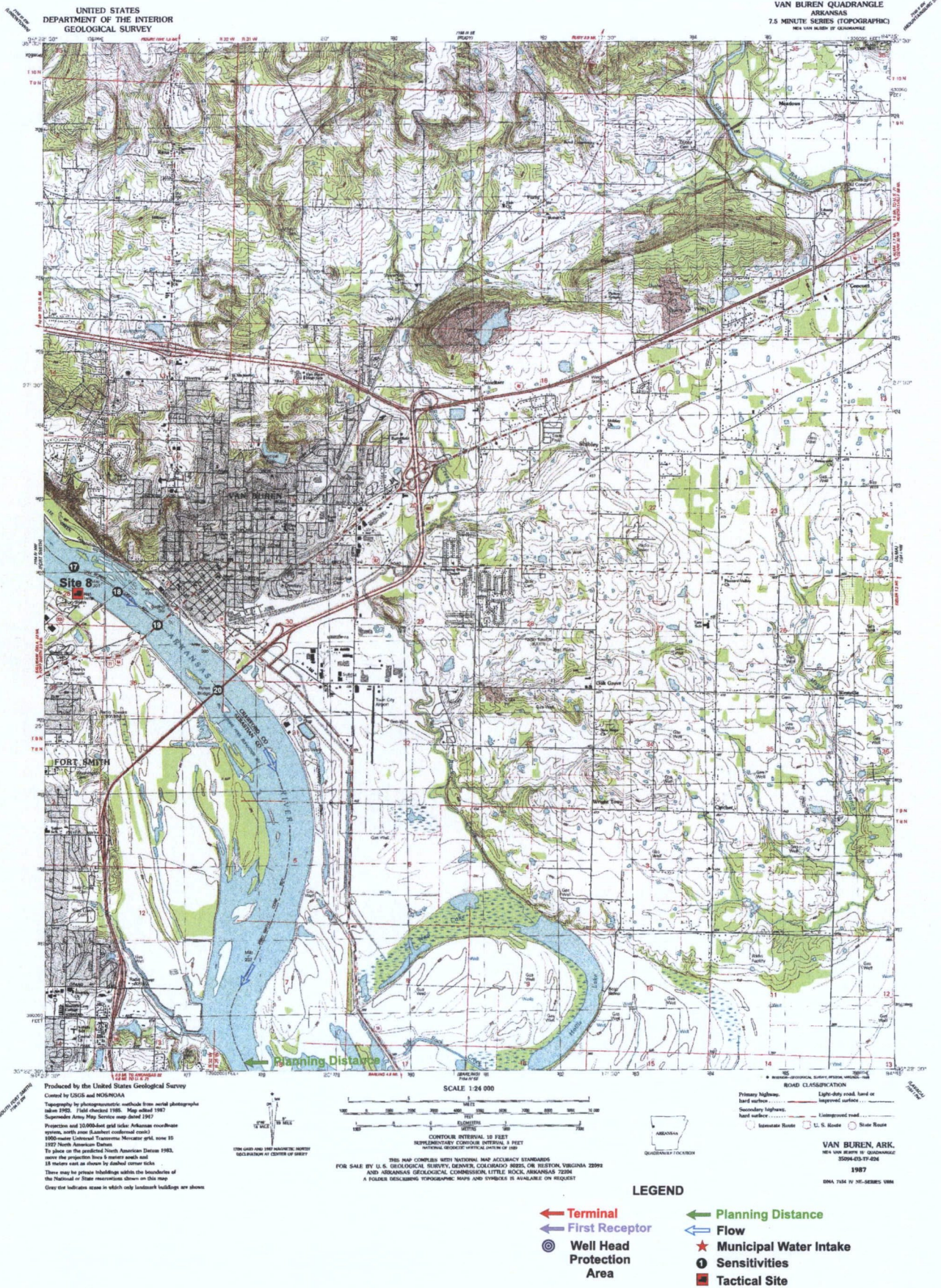
Fort Smith Terminal Map 2 of 3

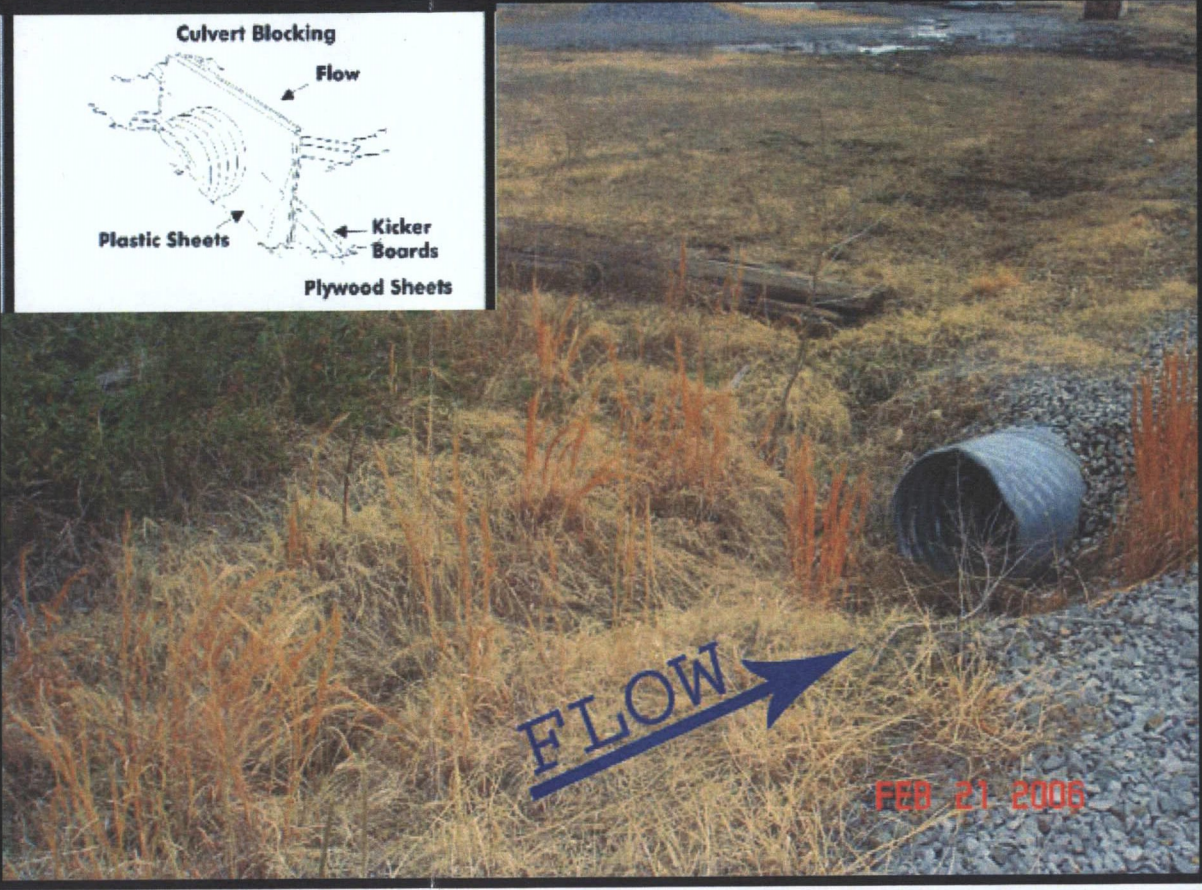
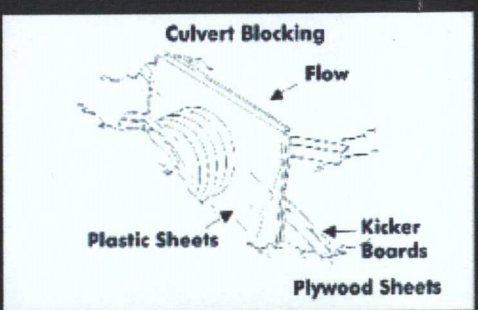
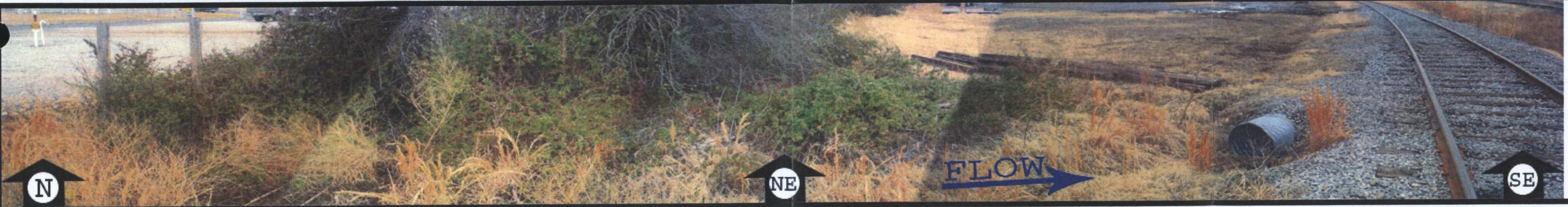


6 7 TERMINAL SENSITIVITY MAPS

(Click here for Sensitivity Maps) 3

Fort Smith Terminal Map 3 of 3





RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 28" / W 94° 23' 43"

Location: Sebastian County, Fort Smith, AR

Water Way: Sheet flow south to drainage ditch at southeast corner of terminal

Owner: Magellan

Distance from Spill Source: 500 feet

Map Reference: USGS South Fort Smith Quadrangle

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions

An existing drainage ditch is located southeast of the visitor parking area near the entrance gate of the terminal. This ditch drains storm water from paved areas on the southeast side of the loading rack and areas surrounding the piping manifold. In the event of a small spill on or near the southeast side of the loading rack, the spill would sheet flow over the pavement into storm water control structures leading to the offsite drainage ditch. Seal off flow to the offsite culvert by placing a pre-cut sheet of plywood against the culvert, blocking flow. Secure plywood in place using the stakes and sandbags, cover containment area with poly sheeting secured with sandbags and/or stakes. Place sorbent pads near the downstream culvert opening to absorb any oil leaking through the blocked culvert inlet.

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS

From I-540 West take exit #12 to US-71 South.
Make left onto US-71 South heading south and drive 0.7 miles.
Make a U-turn at Grinnell Ave., Planters Rd onto US-71
Arrive at facility at 8101 Highway 71 South
Site 1 is located in the area just south/southeast of the visitor's parking area near the drainage ditch located outside of the fenced terminal.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1	1	Vac Truck(s)
6	6	Stake(s)
2	2	Sledge hammer(s)
1 bale	1 bale	Sorbent pad(s)
2 rolls	2 rolls	Poly Sheeting
1	1	Cell Phone(s)
3	3	Portable Radios(s)
1	1	Pre-cut plywood sheet to fit ditch and block 24-inch diameter culvert
8	8	Sandbags

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
		Equipment Operator(s)
2	2	Laborer(s)
1	1	Supervisor(s)
1	1	Vac Truck Operator(s)

Watercourse Description: Drainage ditch (6-feet wide, 2-feet deep) leading to a 24-inch diameter galvanized steel culvert.

Description of Worksite: Industrial and commercial area, moderate traffic.

Critical Response Information: Air monitoring and PPE per site safety plan.

Date Last Revised: March 18, 2011



RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 27"/ W 94° 23' 43"

Location: Sebastian County, Arkansas

Water Way: Concrete culvert just south of entrance drive that flows under Hwy 71

Owner: Magellan

Distance from Spill Source: 500 feet

Map Reference: USGS S Fort Smith Quadrangle

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions

Seal off flow by placing a pre-cut sheet of plywood against the culvert. Secure the plywood with stakes and sandbags, cover containment area with poly sheeting secured with sandbags and/or stakes. Place sorbent pads downstream to absorb any bleedthrough.

LEGEND

Origin ● Destination ●

DRIVING DIRECTIONS

From I-540 West take exit #12 to US-71 South. Make left onto US-71 South heading south and drive 0.7 miles. Make a U-turn at Grinnell Ave., Planters Rd onto US-71. Arrive at facility at 8101 Hwy 71 South. Site 9 is the concrete culvert on Hwy 71 just south of the terminal's south entrance.

February 2005



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RECOMMENDED EQUIPMENT

WCD	SMALL	DESCRIPTION
		Containment Boom
		Sorbent Boom
1	1	Vac Truck(s)
		Frac Tank(s)
		Work Boat(s)
		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
4	4	Stake(s)
1	1	Sledge hammer(s)
1 bale	1 bale	Sorbent pad(s)
		85 gallon drum liners
1 roll	1 roll	Poly Sheeting
1	1	Cell Phone(s)
2	2	Portable Radios(s)

RECOMMENDED EQUIPMENT

WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
		Equipment Operator(s)
1	1	Laborer(s)
1	1	Supervisor(s)
1	1	Vac Truck Operator(s)

Watercourse Description: Drainage ditch/culvert approx 3 feet wide

Description of Worksite: High traffic, grassy area with an incline.

Critical Response Information: Culvert leads to a much wider culvert after going under Hwy 71.

Date Last Revised: March 18, 2011



RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 27"/ W 94° 23' 43"

Location: Sebastian County, Fort Smith, AR

Water Way: Large concrete drainage ditch that runs W/SW behind Kia dealership and through residential area

Owner: unknown

Distance from Spill Source: 900 feet

Map Reference: USGS South Fort Smith Quadrangle

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions
Boom with containment boom backed with absorbent boom.
Recover product with vacuum truck from S. 35th Terrace.

Watercourse Description: 20 foot wide concrete rainage ditch

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS
From I-540 West take exit #12 to US-71 South.
Make left onto US_71 South heading south anddrive 0.7 miles.
Make a U-turn at Grinnell Ave, Planters Rd onto US-71 to Kia dealership on left.
Site 10 is the large concrete drainage ditch that runs beneath S. 35th Terrace behind the Kia Dealership

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
40 feet	40 feet	Containment Boom
40 feet	40 feet	Sorbent Boom
1	1	Vac Truck(s)
		Frac Tank(s)
		Work Boat(s)
		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
		Stake(s)
		Sledge hammer(s)
		Sorbent pad(s)
		85 gallon drum liners
		Poly Sheeting
1	1	Cell Phone(s)
1	1	Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
		Equipment Operator(s)
1	1	Laborer(s)
1	1	Supervisor(s)
1	1	Vac Truck Operator(s)

Description of Worksite: Borders residential area, light traffic.

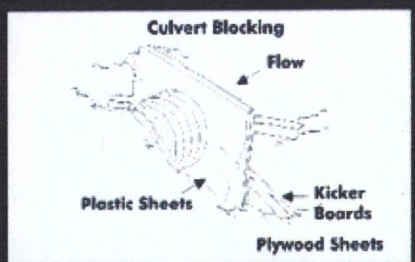
Critical Response Information:

Date Last Revised: March 18, 2011



February 2005

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RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 36"/ W 94° 23' 43"

Location: Sebastian County, Fort Smith, AR

Water Way: Flow through French drain system in gravel area on west side of loading rack and via sheet flow over pavement into drainage ditch north of the loading rack.

Owner: Magellan

Distance from Spill Source: 300 feet

Map Reference: USGS South Fort Smith Quadrangle

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions

An existing small drainage ditch and metal culvert is located north of the contact water tank. This ditch drains storm water from paved areas on the northwest side of the loading rack and from the gravel area located west of the rack. In the event of a small spill on or near the northwest side of the loading rack, the spill would either sheet flow over the pavement or flow through the French drain system to the north and eventually through the 12-inch steel culvert that runs beneath the gravel road.

Seal off flow through the culvert by placing a pre-cut sheet of plywood against the culvert, blocking flow. Secure plywood in place using the stakes and sandbags, cover containment area with poly sheeting secured with sandbags and/or stakes. Place sorbent pads near the downstream culvert opening to absorb any oil leaking through the blocked culvert inlet.

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS

From I-540 West take exit #12 to US-71 South.
Make left onto US-71 South heading south and drive 0.7 miles.
Make a U-turn at Grinnell Ave., Planters Rd onto US-71
Arrive at facility at 8101 Highway 71 South
Site 2 is the 12-inch diameter steel culvert that flows underneath the gravel road that runs parallel to the north containment dikes at the terminal. The culvert is located in the area north of the terminal loading rack and just north of the contact water tank. The culvert directs flow toward a pond in the wetland area north of the terminal.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1	1	Vac Truck(s)
4	4	Stake(s)
1	1	Sledge hammer(s)
1 bale	1 bale	Sorbent pad(s)
1 roll	1 roll	Poly Sheeting
1	1	Cell Phone(s)
2	2	Portable Radios(s)
1	1	Pre-cut plywood sheet to fit ditch and block 12-inch diameter culvert
4	4	Sandbags

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1	1	Laborer(s)
1	1	Supervisor(s)
1	1	Vac Truck Operator(s)

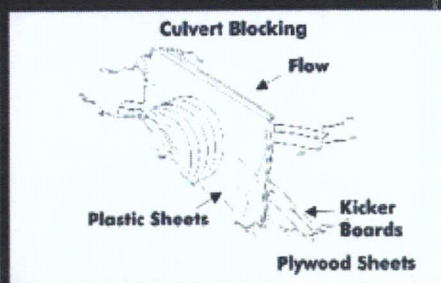
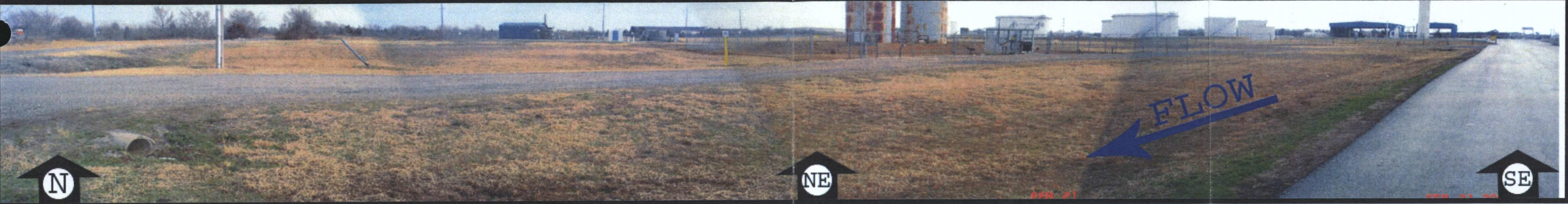
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
		Equipment Operator(s)

Watercourse Description: Drainage ditch (3-feet wide, 1.2-foot deep) leading to a 12-inch diameter steel culvert.

Description of Worksite: Industrial and commercial area, moderate traffic.

Critical Response Information: Air monitoring and PPE per site safety plan.

Date Last Revised: March 18, 2011



RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 38"/ W 94° 43' 27"

Location: Sebastian County, Fort Smith, AR

Water Way: Sheet flow leading to drainage ditch along north side of north terminal entrance

Owner: Magellan

Distance from Spill Source: 600 feet

Map Reference: USGS South Fort Smith Quadrangle

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions

An existing drainage ditch is located along the north entrance road to the terminal. This ditch drains storm water from portions of the paved areas on the northwest side of the loading rack. In the event of a small spill on or near the northwest side of the loading rack, portions of the spill would sheet flow over the pavement to the northwest where flow would be intercepted by the north drainage ditch that runs along the entrance road. Flow would eventually enter a concrete culvert prior to flowing to the pond in the wetland area north of the terminal. Seal off flow through the culvert by placing a pre-cut sheet of plywood against the culvert, blocking flow. Secure plywood in place using the stakes and sandbags, cover containment area with poly sheeting secured with sandbags and/or stakes. Place sorbent pads near the downstream culvert opening to absorb any oil leaking through the blocked culvert inlet.

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS

From I-540 West take exit #12 to US-71 South.
Make left onto US-71 South heading south and drive 0.7 miles.
Make a U-turn at Grinnell Ave., Planters Rd onto US-71
Arrive at facility at 8101 Highway 71 South
Site 3 is the 15-inch diameter concrete culvert that flows parallel to and along the northeast side of the north entrance road to the terminal. The culvert directs flow toward a pond in the wetland area north of the terminal.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1	1	Vac Truck(s)
6	6	Stake(s)
1	1	Sledge hammer(s)
1 bale	1 bale	Sorbent pad(s)
1	1	Cell Phone(s)
2	2	Portable Radios(s)
1	1	Pre-cut plywood sheet to fit ditch and block 15-inch diameter culvert
6	6	Sandbags
1 roll	1 roll	Poly Sheeting

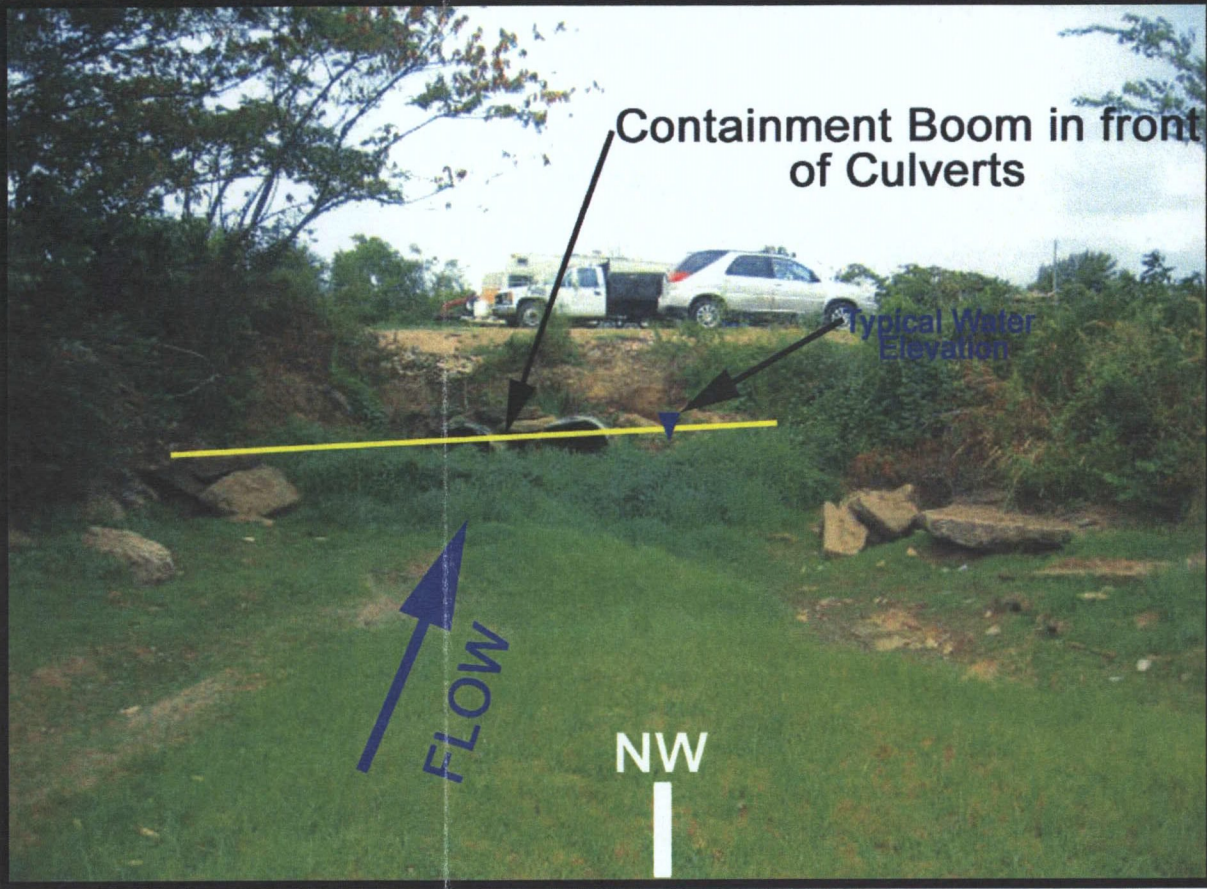
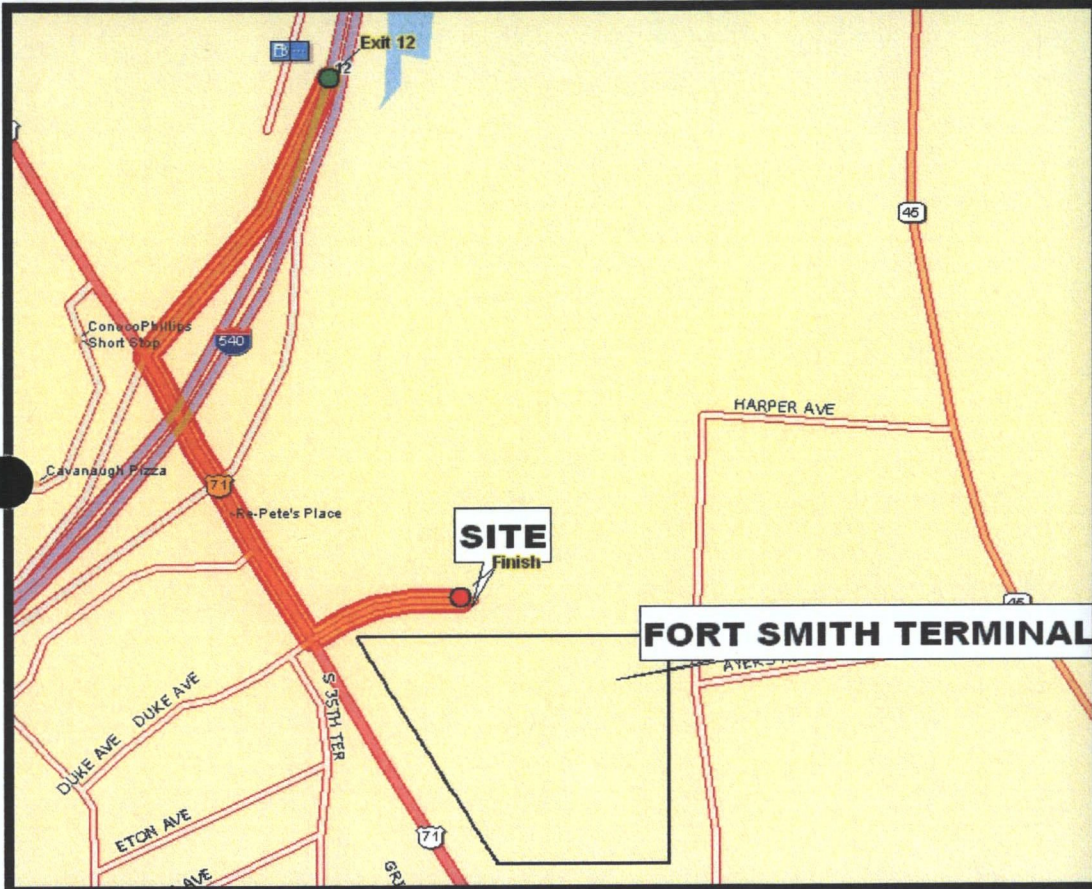
RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
1	1	Laborer(s)
1	1	Supervisor(s)
1	1	Vac Truck Operator(s)

Watercourse Description: Drainage ditch (3.5-feet wide, 2-feet deep) leading to a 15-inch concrete culvert.

Description of Worksite: Industrial and commercial area, moderate traffic.

Critical Response Information: Air monitoring and PPE per site safety plan.

Date Last Revised: March 18, 2011



RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 36"/W 94° 23' 39"

Location: Sebastian County, Fort Smith, AR

Water Way: Mill Creek

Owner: TBD

Distance from Spill Source: 1000 Feet

Map Reference: South Fort Smith

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions
Deploy segments of 10" or larger containment boom in front of culverts to divert product to area where skimming operations can be performed. Back containment boom with sorbents to collect additional product. Place additional sorbents on down stream side of culverts to collect any residual product that passes recovery point. Utilize miniboom to sweep oil into skimmers.

Watercourse Description: Two 48" diameter culverts that serve as an overflow outlet for pond located to the North West of the site. Drainage joins to Mill Creek down stream.

Description of Worksite: Work site is located on adjacent property to the North West of the terminal that serves as a provider of decorative stone work. Setup would be in an open area above the culverts. Minimal traffic is present.

Critical Response Information: Air monitoring and PPE per site safety plan. Remain clear of culvert inlets during high flow conditions.

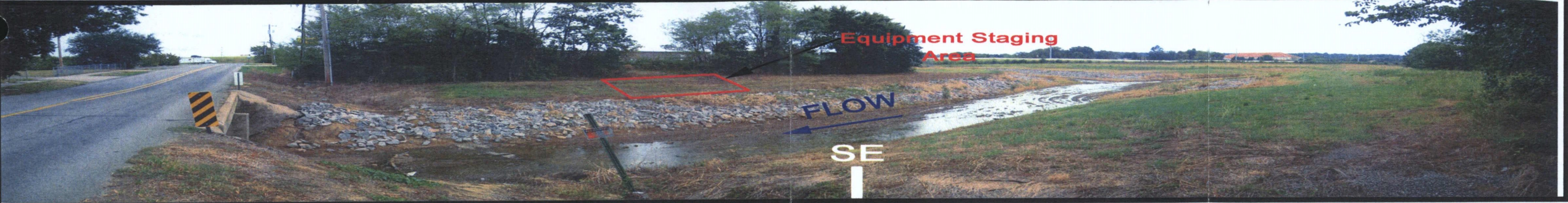
Date Last Revised: March 18, 2011

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS
From 1-540 W exit onto US 71 (Highway 71 S) ramp at exit 12. Turn left (south/south east) onto US 71 and proceed 0.31 miles. Turn left into adjacent property and proceed to tactical site approximately 0.62 miles North East of US 71.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
2 rolls		Poly Sheeting
4		Cell Phone(s)
300 ft		Containment Boom (Miniboom)
300 ft		Containment Boom (10" or larger)
1		Vac Truck(s)
1		Frac Tank(s)
1		Skimmer(s) - (Suction, Weir, Oleophilic)
4		Shovels
150 ft		3/8" Polypropylene Line
400 ft		Sorbent Boom
12		Stake(s)
6 bales		Sorbent pad(s)
2		Port-o-let(s)
4		Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
4		Laborer(s)
1		Supervisor(s)
1		Vac Truck Operator(s)



RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 40"/ W 29° 24' 08"

Location: Sebastian County, Fort Smith, AR

Water Way: Mill Creek

Owner: TBD

Distance from Spill Source: 3,000 FT

Map Reference: South Fort Smith

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions
Deploy segments of containment boom across Mill Creek using shoreline anchoring technique to divert product to the right bank, where skimming operations can be performed. Back containment boom with sorbents on right bank for additional collection. For high flow conditions, add successive strings of containment boom, or relocate containment boom upstream as appropriate.

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS
From I-540 W, exit onto US 71 (Highway 71 S) ramp at exit 12. Turn right (north / north west) on US 71 S and proceed 0.31 miles to Cavanaugh Road. Turn left (south west) onto Cavanaugh Road and proceed for 0.40 miles to work site at bridge crossing Mill Creek.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
300 ft		Containment Boom
400 ft		Sorbent Boom
1		Vac Truck(s)
1		Frac Tank(s)
1		Skimmer(s) - (Suction, Weir, Oleophilic)
150 ft		3/8" Polypropylene Line
12		Stake(s)
4		Sledge hammer(s)
6 bales		Sorbent pad(s)
3 cases		85 gallon drum liners
2 rolls		Poly Sheeting
2		Cell Phone(s)
4		Portable Radios(s)
1		Light tower(s)

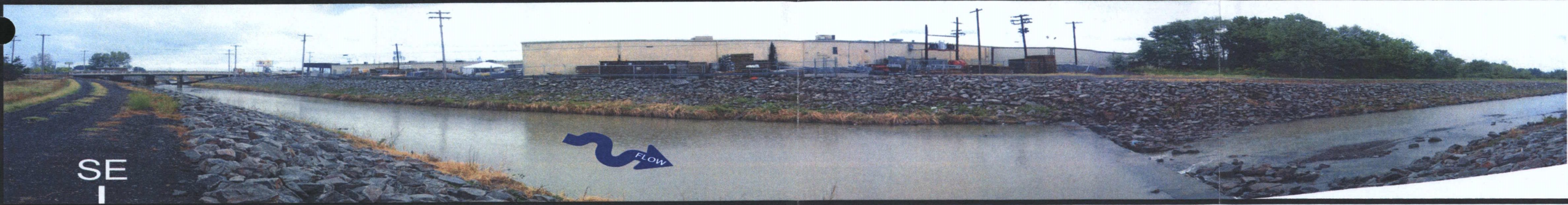
RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
4		Laborer(s)
1		Supervisor(s)
1		Vac Truck Operator(s)

Watercourse Description: Creek 20 ft wide, mud and rock banks and bottom, 0-1 ft deep, current 0-2 mph.

Description of Worksite: Bridge located on 2 lane road, equipment staging area located on south east bank of creek

Critical Response Information: Air monitoring and PPE per Site Safety Plan

Date Last Revised: March 18, 2011



RESPONSE STRATEGY

Latitude/Longitude: N 35° 19' 51"/ W 94° 24' 54"

Location: Sebastian County, Fort Smith, AR

Water Way: Mill Creek

Owner: TBD

Distance from Spill Source: 2.1 miles

Map Reference: South Fort Smith

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions
Deploy segments of containment boom across Mill Creek using shoreline anchoring technique to divert product to left (north) bank, where skimming operations can be performed. Back containment boom with sorbents for additional recovery.

Watercourse Description: Creek, 25 feet wide, mud and rock banks and bottom, 0-2 feet, current 0-3 mph.

Description of Worksite: Gravel service road along north bank of Mill Creek. Residential housing area located to the north of work site. Traffic is minimal.

Critical Response Information: Air monitoring and PPE per Site Safety Plan

Date Last Revised: March 18, 2011

LEGEND

Origin ●

Destination ●

DRIVING DIRECTIONS

From I 540 W exit onto SR 255(Zero St) ramp exit 11 heading (south / south west). Turn right (west) onto SR 255 (Zero St) proceed on SR 255 (Zero St) for 1.09 miles. Turn right (north) onto Jenny Lind Road and proceed for 0.2 miles on Jenny Lind Road, Turn Left (west) onto service road after crossing bridge over Mill Creek. Proceed for .08 miles to work site.

RECOMMENDED EQUIPMENT

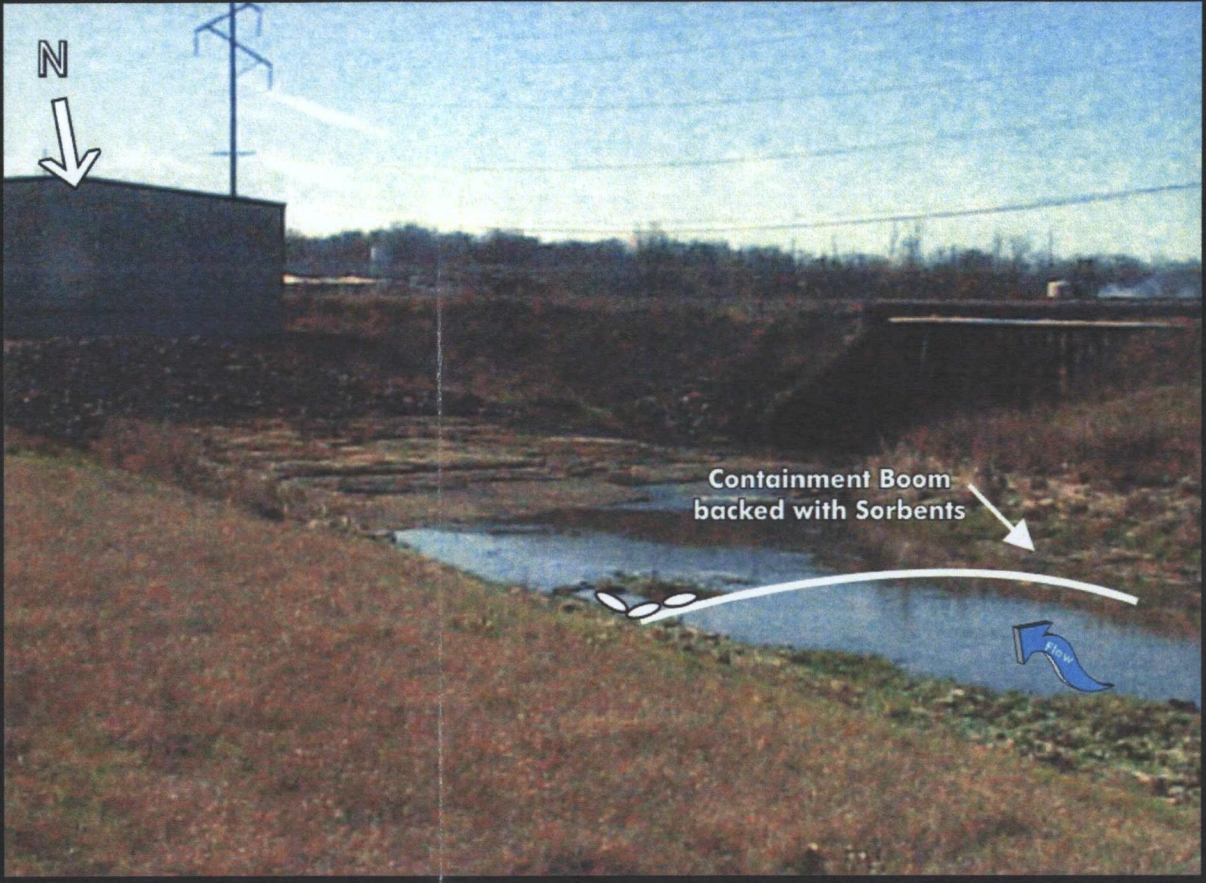
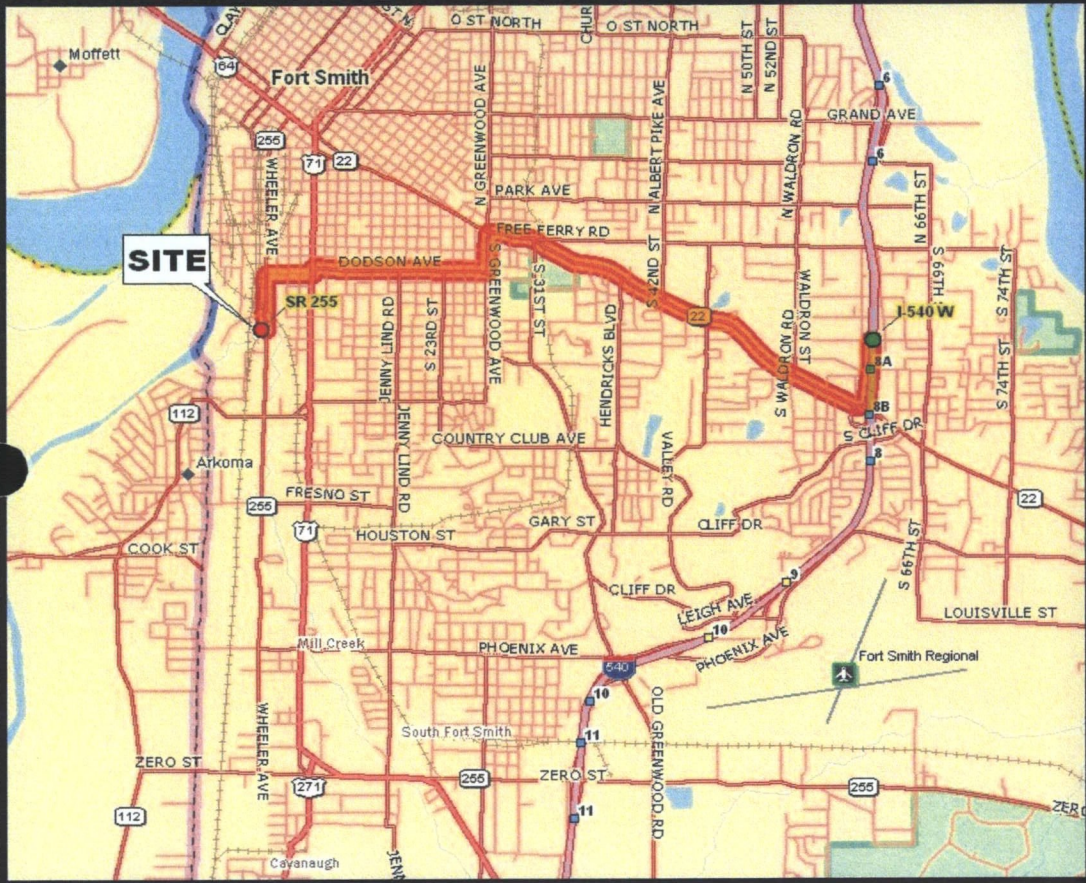
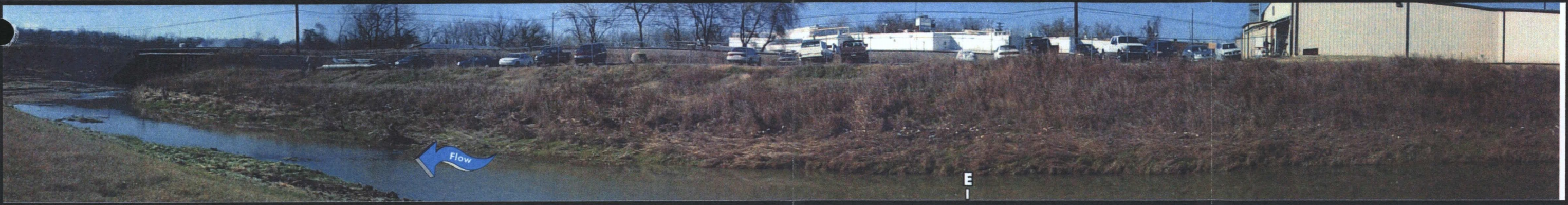
WCD	SMALL	DESCRIPTION
300 FT		Containment Boom
200 ft		Sorbent Boom
1		Vac Truck(s)
1		Frac Tank(s)
1		Skimmer(s) - (Suction, Weir, Oleophilic)
150		3/8" Polypropylene Line
12		Stake(s)
4		Sledge hammer(s)
6 bales		Sorbent pad(s)
2 cases		85 gallon drum liners
2 rolls		Poly Sheeting
2		Cell Phone(s)
4		Portable Radios(s)
2		Light tower(s)

RECOMMENDED EQUIPMENT

WCD	SMALL	DESCRIPTION
2		Port-o-let(s)
4		Shovels

RECOMMENDED PERSONNEL

WCD	SMALL	DESCRIPTION
4		Laborer(s)
1		Supervisor(s)
1		Vac Truck Operator(s)



RESPONSE STRATEGY

Latitude/Longitude: N 35° 22' 02" / W 94° 25' 36"

Location: Sebastian County, Fort Smith, AR

Water Way: Mill Creek

Owner: TBD

Distance from Spill Source: 6 miles

Map Reference: South Fort Smith

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions
Deploy segments of containment boom across Mill Creek using shoreline anchoring technique to divert product to the left descending bank, where skimming operations can be performed. Deploy containment boom backed with sorbent boom downstream of collection point as backup boom.

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS
From I-540 W take exit 8A on to SR 22 (Rogers Ave) ramp, keep right (west / north west) for 2.4 miles. Turn left (south) on to S Greenwood Ave for 0.25 miles, then turn right (west) on to Dodson Ave. Turn left (south) on to US 71, then right (west) on to Dodson Ave. Turn left (south) on to SR 255 (Wheeler Ave), continue for 0.34 miles until crossing over Mill Creek.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
100 ft		Containment Boom
200 ft		Sorbent Boom
1		Vac Truck(s)
1		Frac Tank(s)
1		Work Boat(s)
1		Skimmer(s) - (Suction, Weir, Oleophilic)
200 ft		3/8" Polypropylene Line
8		Stake(s)
2		Sledge hammer(s)
6 bales		Sorbent pad(s)
3 case		85 gallon drum liners
3 rolls		Poly Sheeting
1		Cell Phone(s)
2		Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1		Light tower(s)
2		Port-o-let(s)

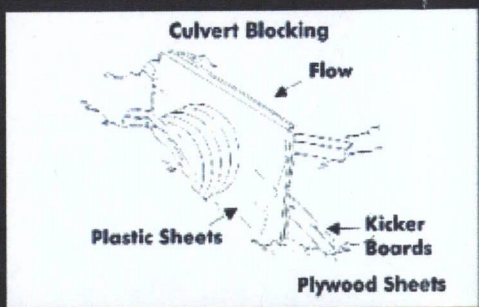
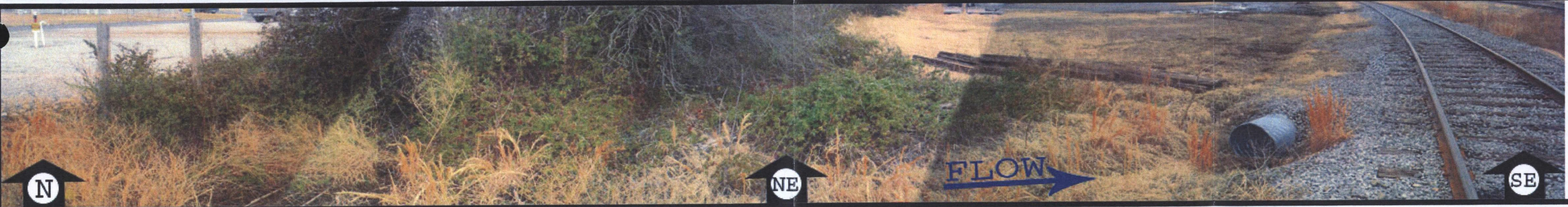
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
1		Supervisor(s)
1		Vac Truck Operator(s)
1		Boat Operator(s)
4		Laborer(s)

Watercourse Description: Creek, 25 ft wide, mud and rock banks and bottom, 0-2 ft deep, current 0-2 mph.

Description of Worksite: Industrial area, multi-lane paved road access, heavy traffic.

Critical Response Information: Air monitoring and PPE per Site Safety Plan.

Date Last Revised: March 18, 2011



RESPONSE STRATEGY

Latitude/Longitude: N 35° 18' 28"/ W 94° 23' 43"

Location: Sebastian County, Fort Smith, AR

Water Way: Sheet flow south to drainage ditch at southeast corner of terminal

Owner: Magellan

Distance from Spill Source: 500 feet

Map Reference: USGS South Fort Smith Quadrangle

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions

An existing drainage ditch is located southeast of the visitor parking area near the entrance gate of the terminal. This ditch drains storm water from paved areas on the southeast side of the loading rack and areas surrounding the piping manifold. In the event of a small spill on or near the southeast side of the loading rack, the spill would sheet flow over the pavement into storm water control structures leading to the offsite drainage ditch. Seal off flow to the offsite culvert by placing a pre-cut sheet of plywood against the culvert, blocking flow. Secure plywood in place using the stakes and sandbags, cover containment area with poly sheeting secured with sandbags and/or stakes. Place sorbent pads near the downstream culvert opening to absorb any oil leaking through the blocked culvert inlet.

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS

From I-540 West take exit #12 to US-71 South.
Make left onto US-71 South heading south and drive 0.7 miles.
Make a U-turn at Grinnell Ave., Planters Rd onto US-71
Arrive at facility at 8101 Highway 71 South
Site 1 is located in the area just south/southeast of the visitor's parking area near the drainage ditch located outside of the fenced terminal.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1	1	Vac Truck(s)
6	6	Stake(s)
2	2	Sledge hammer(s)
1 bale	1 bale	Sorbent pad(s)
2 rolls	2 rolls	Poly Sheeting
1	1	Cell Phone(s)
3	3	Portable Radios(s)
1	1	Pre-cut plywood sheet to fit ditch and block 24-inch diameter culvert
8	8	Sandbags

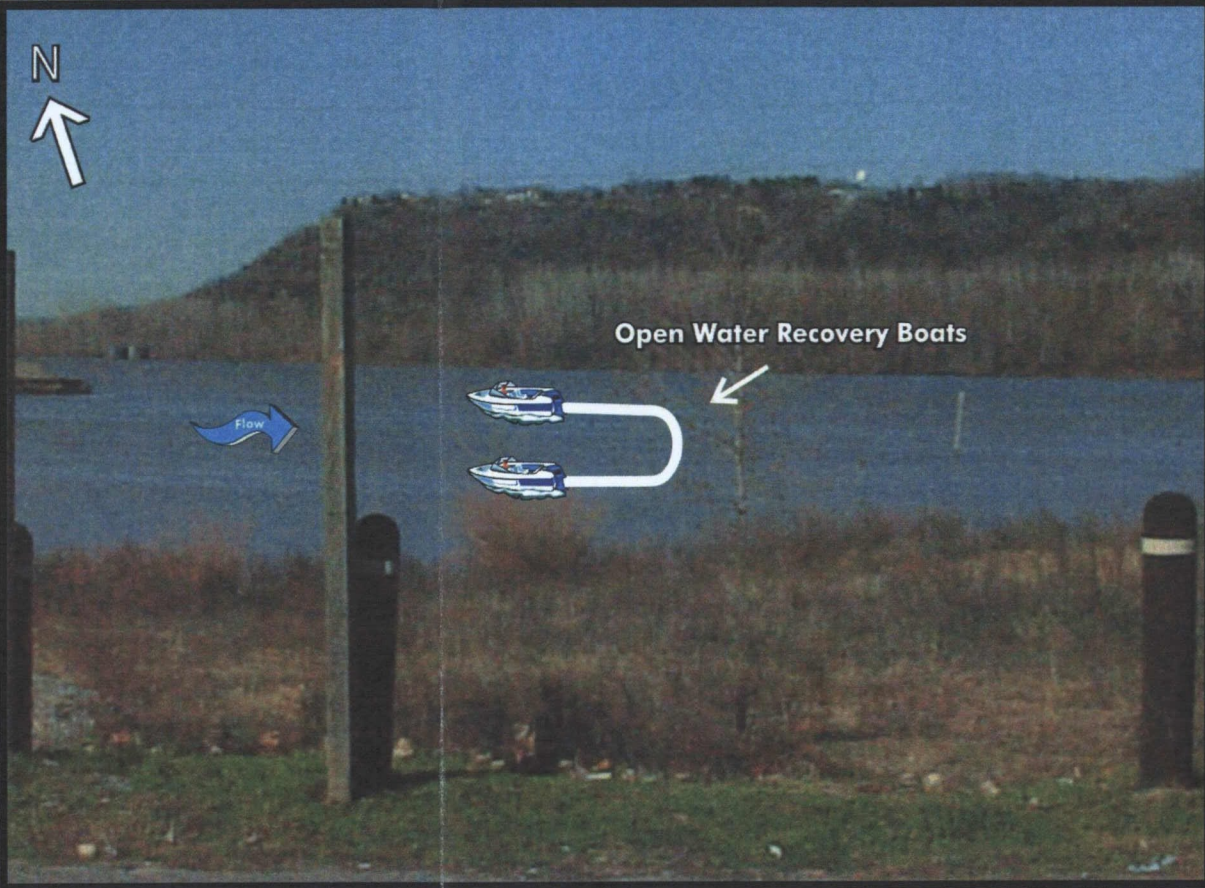
RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
		Equipment Operator(s)
2	2	Laborer(s)
1	1	Supervisor(s)
1	1	Vac Truck Operator(s)

Watercourse Description: Drainage ditch (6-feet wide, 2-foot deep) leading to a 24-inch diameter galvanized steel culvert.

Description of Worksite: Industrial and commercial area, moderate traffic.

Critical Response Information: Air monitoring and PPE per site safety plan.

Date Last Revised: March 18, 2011



RESPONSE STRATEGY

Latitude/Longitude: N 35° 25' 52"/ W 94° 22' 12"

Location: Sebastian County, Fort Smith, AR

Water Way: Arkansas River

Owner: TBD

Distance from Spill Source: 12-15 miles

Map Reference: Van Buren

Response Objective: Containment and Recovery

Response Tactic: - Normal Conditions
Utilize open water recovery techniques. Deploy two crews, each with two boats and 350 ft of containment boom to protect Arkansas River. Prepare crews on shore to recover incoming product. Conduct aerial observation to update crews on movement of product.

LEGEND Origin ● Destination ●

DRIVING DIRECTIONS
From I-40 E take exit 5 on to SR 59 (N Highway 59) ramp heading east / south east. Continue on SR 59 for 2.08 miles and take left (east / north east) on to Knox St. Turn right (south east) on to S 8th ST. then another right (west / south west) on to US 64 (Broadway St). Turn right (north west) onto Clayton Expy (SR 255) for 0.47 miles and turn right (north east) into Fort Smith Public Use Area.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1000 ft		Containment Boom
1		Vac Truck(s)
1		Frac Tank(s)
4		Work Boat(s)
1		Skimmer(s) - (Suction, Weir, Oleophilic)
12 bales		Sorbent pad(s)
2 cases		85 gallon drum liners
1		Cell Phone(s)
6		Portable Radios(s)
1		Light tower(s)
3		Port-o-let(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
1		Supervisor(s)
1		Vac Truck Operator(s)
4		Boat Operator(s)
8		Laborer(s)

Watercourse Description: River, 3600 - 4500 ft wide, mud and rock banks and bottom, 10-30 ft deep, current >5 mph.

Description of Worksite: Rural area, multi-lane paved road access, moderate traffic.

Critical Response Information: Air monitoring and PPE per Site Safety Plan.

Date Last Revised: March 18, 2011

SECTION 7

SUSTAINED RESPONSE ACTIONS

Last revised August 13 2009

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7 1 Response Resources

7 1 1 Response Equipment

Figure 7 1 1 Equipment/Response Capabilities and Limitations

7 1 2 Response Equipment Inspection and Maintenance

7 1 3 Contractors Contractor Equipment and Labor

7 1 4 Command Post

Figure 7 1 2 Command Post Checklist

7 1 5 Staging Area

7 1 6 Communications Plan

Figure 7 1 3 Communications Checklist

7 2 Site Security Measures

Figure 7 2 1 Site Security Checklist

7 3 Waste Management

Figure 7 3 1 Waste Management Flow Chart

Figure 7 3 2 General Waste Containment and Disposal Checklist

7 3 1 Waste Storage

Figure 7 3 3 Temporary Storage Methods

7 3 2 Waste Transfer

7 3 3 Waste Disposal

Figure 7 3 4 Facility Specific Disposal Plan

7 4 Public Affairs

Figure 7 4 1 Incident Fact Sheet

7 1 RESPONSE RESOURCES

7 1 1 Response Equipment

CATEGORY	TYPE/MODEL	QUANTITY	SIZE	YEAR PURCHASED	OPERATIONAL STATUS/ CONTAINMENT CAPACITY	LOCATION AT FACILITY
Response Equipment	Kubota Tractor	1	BF300 A	1994	OK	Ft Smith A377
Response Equipment	Booms & Absorbent Pads	6 bundles	Various	1999	OK	Ft Smith A377
Response Equipment	Assorted Hand Tools	Various	Various	Various	OK	Ft Smith A377
Response Equipment	Emergency Response Trailer	1	10	1994	Active	Ft Smith A377
Fire Extinguishers	Ansul Hand Held Dry Power	22	30#	1960 1999	OK	Ft Smith A377
Fire Extinguishers	Ansul Hand Held Dry Power	1	10#	1960	OK	Ft Smith A377
Fire Extinguishers	Ansul Hand Held Halon	2	5#	1960	OK	Ft Smith A377
Fire Extinguishers	Light Water	2	2 5 gallons	1994	OK	Ft Smith A377
Response Equipment	Absorbent boom	100 feet	4	1999	OK	response trailer

***Note** Response equipment is tested and deployed as described in **APPENDIX A** of the Spill Response Plan. Response equipment not included in the above table is not maintained at this facility for response (i.e. weirs, booms, etc.). Containment capacity for sorbents is equivalent to absorption capacity.

FIGURE 7 1 1 EQUIPMENT/RESPONSE CAPABILITIES AND LIMITATIONS

USCG Classified OSRO for facility

COMPANY/CONTRACTOR	EQUIPMENT	RESPONSE TIME
Apex Co LLC Tulsa Oklahoma		0 hours
Eagle SWS (OSRO 247) Fort Worth TX	Full response capabilities	0 hours
TD Williamson Tulsa OK		0 hours
Arklahoma Pipeline Inc Van Buren AR	pipeline repair	0 5 hours
R&R Pipeline Central City Arkansas		0 75 hours
United States Environmental Services LLC North Little Rock AR		3 5 hours
Acme Products Co Tulsa OK	Full response capabilities	3 5 hours
Tulsa Maintenance Crew Tulsa OK	Standard maintenance crew equipment welder truck boom truck hose boom compressors pumps line feeders packers etc	3 5 hours
A Clean Environment Wilson OK	Full response capabilities	6 5 hours
Haz Mat Response Inc Olathe KS	Full response capabilities	8 5 hours
Environmental Specialists Inc Kansas City MO	Boom skimmers vac trucks	9 hours

7 1 2 Response Equipment Inspection and Maintenance

Depending on the region Company response resources consist of

- Strategically located response trailers containing primarily safety and emergency response equipment
- Facility based equipment designed for releases at or near facilities

In general regional response contractors as well as one or more trailers can be mobilized to any location along the pipeline within six to 12 hours to meet the federal Tier 1 response planning requirements Vacuum truck contractors can also respond to most locations along the pipeline system within six hours and multiple regional response contractors can respond to any location within 30 to 36 hours to meet the Tier 2 and Tier 3 response requirements

Company response equipment is tested and inspected as noted below The Manager of Operations is responsible for ensuring that the following response equipment and testing procedures are implemented These consist of

Containment boom

During boom deployment exercises boom will be inspected for signs of structural deficiencies If tears in fabric or rotting is observed boom will be repaired or replaced In addition end connectors will be inspected for evidence of corrosion If severe corrosion is detected equipment will be repaired or replaced

Miscellaneous equipment

Other response equipment identified in this Plan will be inventoried and tested on a semiannual basis to ensure that the stated quantities are in inventory and in proper working order The equipment inspection and deployment exercises are recorded and maintained at the facility and retained for a period of five years Exercise requirements are listed in **APPENDIX A** A Spill/Exercise Documentation form is in **FIGURE A 1 3** **FIGURE A 1 4** provides a log for response equipment testing and deployment drills

7 1 3 Contractors Contractor Equipment and Labor

- The Company's primary response contractors names and phone numbers as well as other companies who can provide spill response services are provided in **SECTION 3**
- The Company has ensured by contract the availability of private personnel and equipment necessary to respond to the maximum extent practicable to the worst case discharge or the substantial threat of such discharge
- Contractors without USCG classification deploy and inspect boom to meet PREP guidelines Company requires that these exercises are completed annually
- **APPENDIX B** contains evidence of contracts for the Company's primary response contractors and equipment lists of contractors without USCG classification

7 1 4 Command Post

In the event of a major spill both an off site Emergency Operations Center (EOC) and a Command Post would be established For a minor spill only a Command Post would be established Refer to **FIGURE 7 1 2** for guidelines in establishing a Command Post

FIGURE 7 1 2 COMMAND POST CHECKLIST

COMMAND POST CHECKLIST	INITIALS	DATE/TIME STARTED	DATE/TIME COMPLETED
Ensure adequate space for size of staff			
Ensure 24 hour accessibility			
Ensure personal hygiene facilities			
Ensure suitability of existing communications resources (phone/fax/radio)			
Ensure suitability of private conference and briefing rooms			
Identify Command Post security requirements safe location			
Notify other parties of Command Post location provide maps/driving directions			
Determine staging areas and incident base locations			
Identify future need to move upgrade facilities			

7 1 5 Staging Area

In a major spill response numerous staging areas may be required to support containment and clean up operations

In selecting a suitable staging area the following criteria should be considered

- Accessibility to impacted areas
- Proximity to secure parking airports docks pier or boat launches
- Accessibility to large trucks and trailers which may be used to transfer equipment

In addition the staging area should

- Be in a large open area in order to provide storage for equipment and not interfere with equipment loading and offloading operations
- Have a dock/pier on site for deploying equipment
- Have moorage available for vessels to aid the loading/offloading of personnel

7 1 6 Communications Plan

Normal Company communications to each facility are conducted via telephone lines cellular telephones two way radios e mail fax machines and pagers

Additional communications equipment (VHF portable radios with chargers and accessories command post with UHF VHF single sideband marine aeronautical telephone and hard line capability) may be provided by the Company or leased from a communications company in the area Communications with government agencies state police and contractors can be conducted on portable radios Refer to **FIGURE 7 1 3** for guidelines to setup communications

It is the responsibility of the Qualified Individual to provide an adequate communications system The Communications Plan written at the time of an incident will identify telephone numbers and radio frequencies used by responders This may also involve activation of multiple types of communications equipment and coordination among multiple responding agencies and contractors

FIGURE 7 1 3 COMMUNICATIONS CHECKLIST

COMMUNICATIONS CHECKLIST	INITIALS	DATE/TIME STARTED	DATE/TIME COMPLETED
Develop a Communications Plan			
Ensure adequate phone lines per staff element contact local provider			
Ensure adequate fax lines contact local provider			
Internet access necessary?			
Ensure recharging stations for cellular phones			
VHF radio communications <ul style="list-style-type: none"> Establish frequencies Assign call signs Distribute radios Establish communications schedule 			
Ensure recharging stations for VHF radios			
Determine need for VHF repeaters			
Ensure copy machine available			
Ensure communications resource accountability			
Ensure responders have capability to communicate with aircraft			

Note Actions on this checklist may not be applicable or may be continuous activities

7 2 SITE SECURITY MEASURES

Due to the large amount of public attention created at an oil spill site additional security measures are required. Several measures should be planned in advance to prepare security personnel for possible events that may occur at the spill site. A checklist for site security is provided in **FIGURE 7 2 1**. A model Incident Security Plan is provided in **SECTION 5 6**.

FIGURE 7 2 1 SITE SECURITY CHECKLIST

SITE SECURITY CHECKLIST	INITIALS	DATE/TIME STARTED	DATE/TIME COMPLETED
Restrict access to the facility			
Direct traffic away from the spill area			
Request assistance from the spill area			
Request assistance from the sheriff department to <ul style="list-style-type: none"> Establish road blocks where necessary to secure the area Divert local traffic away from the spill area Provide access for spill response equipment and personnel 			
Coordinate rescue operations with the local fire department paramedics			
Request the Federal On Scene Coordinator ask the FAA to restrict air space over the safety zone			
Contract for additional security personnel (as needed)			
Maintain strict control over all personnel and entering vehicular traffic			
Position security personnel to effectively control non response personnel			
Barricade lesser traveled points with appropriate signs warning against entry			
Establish check points at barricaded points to verify security effectiveness			
Maintain a log that documents all security related incidents and observations made at the spill site			
Establish a pass system and distribute pre prepared security passes to all spill related personnel			
Ensure all response equipment is safeguarded			

7.3 WASTE MANAGEMENT

Initial oil handling and disposal needs may be overlooked in the emergency phase of a response which could result in delays and interruptions of cleanup operations. Initially, waste management concerns should address

- Equipment capacity
- Periodic recovery of contained oil
- Adequate supply of temporary storage capacity and materials

The following action items should be conducted during a spill response

- Development of a Site Safety and Health Plan (**SECTION 5.3**) addressing the proper PPE and waste handling procedures
- Notify and inform State Environmental Agency and local agencies
- Development of a Disposal Plan (**SECTION 5.5**) in accordance with any federal, state, and/or local regulations
- Continuous tracking of oil disposition in order to better estimate amount of waste that could be generated over the short and long term
- Organization of waste collection, segregation, storage, transportation, and proper disposal
- Minimization of risk of any additional pollution
- Regulatory review of applicable laws to ensure compliance and (if appropriate) obtain permits
- Documentation of all waste handling and disposal activities
- Disposal of all waste in a safe and approved manner

Good hazardous waste management includes

- Reusing materials when possible
- Recycling or reclaiming waste
- Treating waste to reduce hazards or reducing amount of waste generated

- The management of the wastes generated in cleanup and recovery activities must be conducted with the overall objective of ensuring
 - Worker safety
 - Waste minimization
 - Cost effectiveness
 - Minimization of environmental impacts
- Proper disposal
- Minimization of present and future environmental liability

Solid wastes such as sorbents PPE debris and equipment will typically be transported from the collection site to a designated facility for

- Storage
- Waste segregation
- Packaging
- Transportation

Once this process is complete the waste will be shipped off site to an approved facility for required disposal

A general flow chart for waste management guidelines is provided in **FIGURE 7 3 1** An overall checklist for containment and disposal is provided in **FIGURE 7 3 2**

FIGURE 7 3 1 WASTE MANAGEMENT FLOW CHART

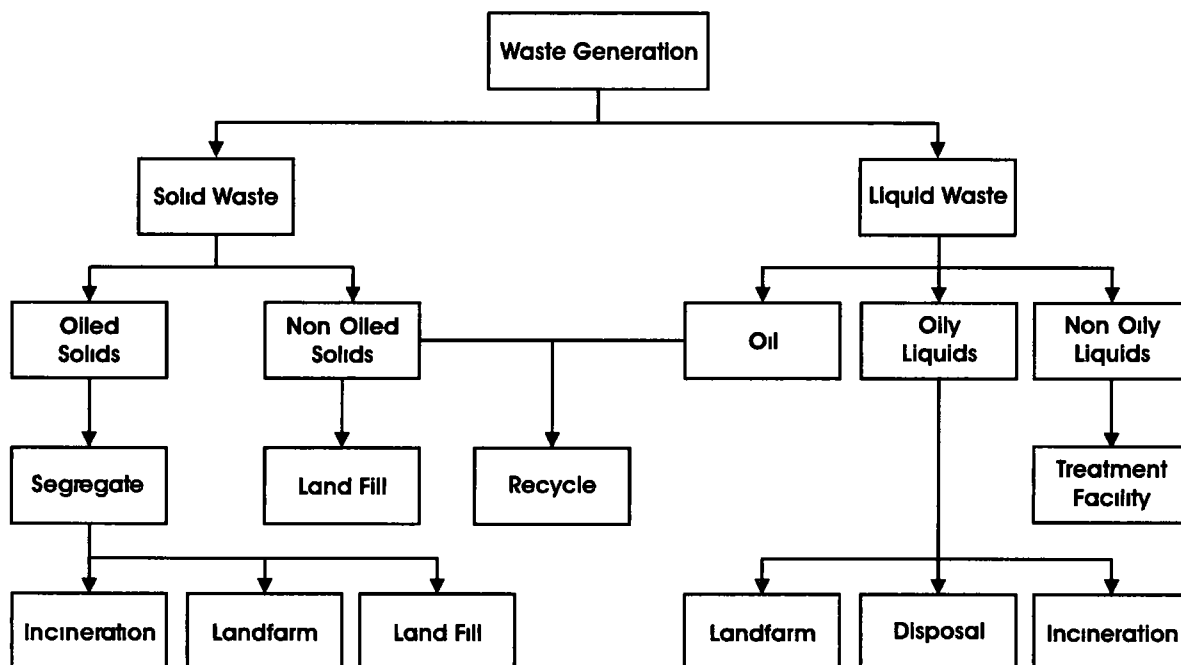


FIGURE 7 3 2 GENERAL WASTE CONTAINMENT AND DISPOSAL CHECKLIST

CONSIDERATION	YES/NO/NA
Is the material being recovered a waste or reusable product?	
Has all recovered waste been containerized and secured so there is no potential for further leakage while the material is being stored?	
Has each of the discrete waste streams been identified?	
Has a representative sample of each waste stream been collected?	
Has the sample been sent to an approved laboratory for the appropriate analysis (i.e. hazardous waste determination)?	
Has the appropriate waste classification and waste code number(s) for the individual waste streams been received?	
Has a temporary EPA identification number and generator number(s) been received if they are not already registered with EPA?	
Have the services of a registered hazardous waste transporter been contracted if waste is hazardous?	
If the waste is nonhazardous is the transporter registered?	
Is the waste being taken to an approved disposal site?	
Is the waste hazardous or Class I nonhazardous?	
If the waste is hazardous or Class I nonhazardous is a manifest being used?	
Is the manifest properly completed?	
Are all federal state and local laws/regulations being followed?	
Have State Environmental and local agencies been notified?	
Are all necessary permits being obtained?	
Has a Disposal Plan been submitted for approval/review?	
Has PPE and waste handling procedures been included in the Site Safety and Health Plan to protect the health and safety of waste handling personnel?	

7 3 1 Waste Storage

During an oil spill the volume of oil that can be recovered depends on the storage capacity available. Typical short term (temporary) storage methods are provided in **FIGURE 7 3 3**. If storage containers such as bags or drums are used, the container should be clearly marked and/or color coded to indicate the type of material or waste contained and/or the ultimate disposal option.

Use of any site for storage is dependent on the approval of local authorities. The following elements affect the choice of a potential storage site:

- Geology
- Soil
- Surface water
- Covered materials
- Climatic factor
- Toxic air emissions
- Access
- Ground water
- Flooding
- Slope
- Capacity
- Land use
- Security
- Public contact

FIGURE 7 3 3 TEMPORARY STORAGE METHODS

CONTAINMENT	PRODUCT						CAPACITY
	OIL	OIL/WATER	OIL/SOIL	OIL/DEBRIS (Small)	OIL/DEBRIS (Medium)	OIL/DEBRIS (Large)	
Drums	X	X	X				0 2 0 5 yd ³
Bags		X	X	X			1 0 2 0 yd ³
Boxes		X	X	X			1 5 yd ³
Open top rolloff	X	X	X	X	X	X	8 40 yd ³
Roll top rolloff	X	X	X	X	X	X	15 25 yd ³
Vacuum box	X	X					15 25 yd ³
Frac tank	X	X					500 20 000 gal
Poly tank	X	X					200 4 000 gal
Vacuum truck	X	X	X				2 000 5 000 gal
Tank trailer	X	X					2 000 4 000 gal
Barge	X	X					3 000+gal
Berm 4 ft		X	X	X	X	X	1 yd ³
Bladders	X	X					25 gal 1 500 gal

7 3 2 Waste Transfer

In most oil spill response operations it would be necessary to transfer recovered oil and oil debris from one point to another several times before the oil and oily debris are ultimately disposed of at a state approved disposal site. Depending on the location of response operations any or all of the following transfer operations may occur

- Directly into the storage tank of a vacuum device
- Directly in to impermeable bags that in turn are placed in impermeable containers
- From a vacuum device storage tank to a truck
- From containers to trucks
- From trucks to lined pits
- From lined pits to incinerators and/or landfills
- From a tank truck to a processing system (i.e. oil/water separator)
- From a processing system to a recovery system and or incinerator
- From a skimming vessel or flexible bladder to a barge
- From a barge to a tank truck
- Directly into the storage tank on a dredge
- From portable or vessel mounted skimmers into flexible bladder tanks the storage tanks of the skimming vessel itself or a barge

There are four general classes of transfer systems that could be employed to effect oily waste transfer operations. The following is a brief description of the four transfer systems

Pumps

Rotary pumps such as centrifugal pumps may be used when transferring large volumes of oil but they may not be appropriate for pumping mixtures of oil and water. The extreme shearing action of centrifugal pumps tends to emulsify oil and water thereby increasing the viscosity of the mixture and causing low inefficient transfer rates

The resultant emulsion would also be more difficult to separate into oil and water fractions. Lobe or positive displacement pumps work well on heavy viscous oils and do not emulsify the oil/water mixture. Double acting piston and double acting diaphragm pumps are reciprocating pumps that may also be used to pump oily wastes

Vacuum Systems

Vacuum systems such as air conveyors vacuum trucks and portable vacuum units may be used to transfer viscous oils and debris but they usually pick up a very high water/oil ratio

Belt/Screw Conveyors

Conveyor may be used to transfer oily wastes containing a large amount of debris These systems can transfer weathered debris laden oil either horizontally or vertically for short distances but are bulky and difficult to operate

Wheeled Vehicles

Wheeled vehicles may be used to transfer liquid waste of oily debris to storage or disposal sites These vehicles are readily available but have a limited rate (i e 100 bbls) and require good site access

7 3 3 Waste Disposal

In order to obtain the best overall Incident Disposal Plan a combination of methods should be used There is no template or combination of methods that can be used in every spill situation Each incident should be reviewed carefully to ensure an appropriate combination of disposal techniques are employed

The following is a brief description of some disposal techniques available for recovered oil and oily debris

Recycling

Recycling involves processing discarded materials for another use

Incineration

This technique entails the destruction of the recovered oil by high temperature thermal oxidation reactions There are licensed incineration facilities as well as portable incinerators that may be brought to a spill site Incineration may require the approval of the local Air Pollution Control Authority

In Situ Burning/Open Burning

Burning techniques entail igniting oil or oiled debris allowing it to burn under ambient conditions These disposal techniques are subject to restrictions and permit requirements established by federal state and local laws Permission for in situ burning may be difficult to obtain when the burn takes place near populated areas

As a general rule in situ burning would be appropriate only when atmospheric conditions will allow the smoke to rise several hundred feet and rapidly dissipate Smoke from burning oil will normally rise until its temperature drops to equal the ambient temperature Afterwards it will travel in a horizontal direction under the influence of prevailing winds

Landfill Disposal

This technique entails burying the recovered oil in a approved landfill in accordance with regulatory procedures Landfill disposal of free liquids is prohibited by federal law in the United States

FIGURE 7 3 4 FACILITY SPECIFIC DISPOSAL PLAN

MATERIAL	DISPOSAL FACILITY	LOCATION
Recovered Product	Allen Transmix or Tulsa Slop Tank	Allen Station or West Tulsa Terminal
Contaminated Soil	City of Ft Smith Landfill	Ft Smith AR
Contaminated Equipment	City of Ft Smith Landfill	Ft Smith AR
Personnel Protective Equipment	City of Ft Smith Landfill	Ft Smith AR
Decontamination Solutions	Allen Transmix or Tulsa Slop Tank	Allen Station or West Tulsa Terminal
Adsorbents and Spent Chemicals	City of Ft Smith Landfill	Ft Smith AR

7.4 PUBLIC AFFAIRS

This section contains guidelines for dealing with the media during an emergency. The Incident Commander will play a key role in providing the initial public assessment and taking the first steps to provide the Company's public response. Information in this section includes:

- Guidelines for dealing with the media
- Incident Fact Sheet (**FIGURE 7.4.1**)

GUIDELINES FOR DEALING WITH THE MEDIA

- You as a Company Manager are the most logical person for reporters to seek out for information
- Reporters will look elsewhere to find out what happened if you do not answer their questions however if you do not have this information or are not prepared to answer a particular question say so then say when they can expect the answers to their questions (such as one hour)
- It is important to be courteous to all media representatives and to provide a safe place for them to wait until a company representative can meet them you may need to provide an initial statement

Provide

- A brief general description of what happened
- Number of injured or killed if known
- Steps being taken to handle the emergency

Don't provide

- Names of deceased or seriously injured employees until the next of kin have been notified
- Speculation about the cause of the emergency
- Any statement implying personal or company negligence
- Cost estimates of damage

Other considerations

- Safety considerations should always receive priority in determining access to company property
- Anticipate likely questions
- There are only six questions that can be asked about any subject who what when where why and how
- Keep answers short and understandable
- Answer only the question that is asked by the reporter
- Give the most important facts first
- Talk to the public's concern about the incident such as whether these were deaths injuries any threat to the public or danger of explosion or fire
- If you don't know the answer to a question don't be afraid to say I don't know make note of the question and tell the reporter that you will try to get the answer for him then do it
- Don't be defensive

**Other considerations
continued**

- There is no such thing as Talking off the record assume that anything and everything you say to a reporter is going to be printed and/or used in the story
- Avoid What If? or speculative questions these questions should be answered with a restatement of the problem and what is being done to control it
- Don't speculate about the cause of the incident
- Don't minimize the situation

FIGURE 7 4 1 INCIDENT FACT SHEET

What occurred
When (time)
Where (location)
What are hazards
How is the situation being handled
How many people involved
Confirmed injuries/fatalities
Treatment location
Name of injured (release only after next of kin are notified)
Name of fatalities (release only after next of kin are notified)
What agencies have been notified
On scene? (yes/no)
Who is in charge
Has outside help been requested
Who
On scene? (yes/no)
Is there danger to the plant
Is there danger to the community
What
Is there an environmental hazard
What is the environmental hazard
What is being done to minimize environmental threat
Is there a need for evacuation

SECTION 8

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DEMOBILIZATION / POST-INCIDENT REVIEW

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8 1 Terminating the Response

8 2 Demobilization

Figure 8 2 1 Demobilization Checklist

8 3 After Action Review

Figure 8 3 1 Standard Incident Debriefing Form

8 3 1 After Action Review Guidelines

8.1 TERMINATING THE RESPONSE

- A team of federal, state, and company personnel must certify that each area is clean before halting cleanup operations
- Demobilize equipment and personnel at the first opportunity in order to reduce cost
- Consider which resources should be demobilized first. For example, berthing expenses can be saved by demobilizing out-of-area contractors before local ones.
- Equipment may need both maintenance and decontamination before being demobilized
- All facilities (staging area, Command Post, etc.) should be returned to their pre-spill condition before terminating operations
- Determine what documentation should be maintained, where, and for how long
- Contract personnel may be more susceptible to suffering injuries as they approach termination
- Some activities will continue after the cleanup ends. Examples include incident debriefing, bioremediation, NRDA studies, claims, and legal actions
- Consider expressing gratitude to the community, police department, fire department, and emergency crews for their work during the response

8 2 DEMOBILIZATION

The Company can reduce costs considerably by developing a Demobilization Plan (**SECTION 5 7**) Therefore emphasis must be placed on establishing efficient demobilization procedures A Demobilization Checklist is provided in **FIGURE 8 2 1**

FIGURE 8 2 1 DEMOBILIZATION CHECKLIST

DEMOBILIZATION CHECKLIST	INITIALS	DATE/TIME STARTED	DATE/TIME COMPLETED
Assign personnel to identify surplus resources and probable release times			
Establish demobilization priorities			
Develop decontamination procedures			
Initiate equipment repair and maintenance			
Develop a Disposal Plan			
Identify shipping needs			
Identify personnel travel needs			
Develop impact assessment and statements			
Obtain concurrence of Planning and Operations Group Leaders before release of personnel or equipment			

8.3 AFTER ACTION REVIEW

All facility personnel involved in the incident shall be debriefed by the Company Incident Commander. A Standard Incident Debriefing Form is provided in **FIGURE 8.3.1**. This form should be completed by the Incident Commander and all members of the ICS Command Staff and General Staff involved in the incident within two weeks after termination of emergency operations.

The primary purpose of the After Action Review is to identify actual or potential deficiencies in this Plan and to determine the changes required to correct the deficiencies. The After Action Review is also intended to identify which response procedures, equipment, and techniques were or were not effective and the reasons why or why not. This type of information is very helpful in the development of a functional Plan by eliminating or modifying those response procedures that are less effective and emphasizing those that are highly effective.

The After Action Review process should also be used for evaluating training and exercises. Key agency personnel that were involved in the response will be invited to attend the After Action Review.

FIGURE 8 3 1 STANDARD INCIDENT DEBRIEFING FORM

Name of incident
Date
PERSONNEL DEBRIEFED
Name
Normal duty
Summary of duties performed during incident (list date time and location)
Positive aspects of the response
Aspects of the response which could be improved
Name
Title
Signature

8 3 1 After Action Review Guidelines

- 1 **Purpose** The purpose of this document is to provide guidance on the conduct of after action reviews or AARs
- 2 **Overview** To improve the effectiveness of our operations we must continuously improve and learn from both our successes and failures. AARs are effective means to this end. Fundamental to the success of an AAR is the spirit in which it is conducted. Incident Commanders and ICS Staff should openly and honestly discuss what actually transpired in sufficient detail and clarity so that everyone understands what happened and why and then implement process improvements.
- 3 **Definition and Purpose of the AAR** A professional discussion of an event focused on improving the performance of the organization or team. The heart of the AAR is identifying what was supposed to happen, what actually happened, why it happened, and how to sustain strengths and improve weaknesses. An AAR is not a critique, problem solving, or allocating blame. Feedback generated during the AAR process compares the actual output of a process with the expected outcome.
- 4 **Formal versus Informal AARs** AARs are either formal or informal. Both follow the same general format and involve the exchange of observations and ideas. Both types should be appropriately documented so lessons learned may be shared across functional and geographic boundaries and so that implementation of improvements can be tracked.
 - a A formal AAR is more structured, requires planning and takes longer to conduct. The formal AAR usually occurs immediately or soon after an event is completed. It may also occur while the event is in progress. A neutral third party should facilitate a formal AAR.
 - b Informal AARs are less structured, require much less preparation and planning and can be conducted anywhere, anytime, for any event, by anyone. Incident Commanders, Section Leaders, Safety Officers or other interested parties may facilitate their own informal AARs.
- 5 **Agenda for an AAR** Formal AARs will follow this simple format:
 - Introduction and ground rules
 - Analysis of the Incident according to the 15 National Preparedness for Response (PREP) Response Plan Core Components (**FIGURE A 1 1**)

For each PREP Core Component

 - What was supposed to happen?
 - What actually happened?
 - Why did it happen that way?
 - What will we do to improve the way we do it next time?
 - Closing comments and agreement on next steps

8 3 1 After Action Review Guidelines Continued

- 6 **AAR Planning and Execution Sequence** Schedule AARs as close to the completion of the event as possible. The amount of planning and preparation required for an AAR will vary based on the type of AAR conducted; however, the process for both informal and formal AARs has three steps:

Planning and Preparation

- Schedule the AAR
- Select a facilitator
- Notify participants
- Establish the AAR agenda

Conduct

- Seek maximum participation
- Maintain focus on AAR objectives
- Review key points learned
- Record the AAR and maintain accurate meeting attendance list

Follow up

- Prepare an After Action Review Report (memorandum or e mail) and distribute the report to all participants
- Consider publishing lessons learned to the entire Company
- Develop action plan to resolve deficiencies (revise procedure, develop a new process, etc.)

- 7 **Role of the AAR Facilitator** The AAR facilitator's role should be to ensure the goals of the AAR are met. The AAR facilitator:

- Remains unbiased throughout the process
- Speaks only to draw out comments from all participants
- Ensures the discussion remains professional and focused on continuous improvement
- Keeps AAR on track and determines when to move on to discuss other points
- Does not allow personal attacks
- Does not offer solutions; allows the participants to do that

8 3 1 After Action Review Guidelines Continued

8 Ground Rules for Conducting the AAR

- Participants are participants not a passive audience The facilitator should prepare leading questions and may have to ask it of several people
- An AAR is a dynamic candid professional discussion of events and projects focusing on performance against the known standards and/or expected outcomes Everyone involved with the event should participate to share an insight observation or question that will help identify areas for improvement
- An AAR is not a critique No one regardless of position has all of the information and answers AARs maximize learning and continuous improvement by allowing everyone to learn from each other
- An AAR does not grade success or failure There are always areas of improvement and strengths to improve as well
- Set ground rules up front e.g. no personal attacks focus on how to improve commit to getting to the heart of the issue etc

- 9 **Conclusion** An AAR is both an art and science What makes AARs so powerful is that they can be applied across a wide spectrum of events from two individuals conducting a 5 minute AAR at the end of a short meeting to a longer AAR held by a Spill Management Team at the end of a large emergency Individuals involved may absorb lessons learned on the spot and they can be documented in a format that can be shared with a wider audience A properly conducted AAR can also have a powerful influence on the climate of the organization It is a part of the communication process that educates and motivates people and focuses them on organizational priorities to improve procedures across the organization

8 3 1 After Action Review Guidelines Continued**MEMORANDUM FOR RECORD**

SUBJECT (Document name of the incident for which the AAR was conducted)

- 1 Begin the memo with an overview/introduction. Identify the Incident Commander and briefly describe the project or event. Document what kind of AAR was conducted and how. For informal AARs, detail how the AAR was conducted (via meeting, teleconference, etc.) and who provided feedback. For formal AARs, identify all participants.

- 2 Following are the results of the AAR

- a **Issue** Analysis of the incident according to a (or a logical grouping) PREP Core Component. The intent is to leave a record of the analysis so others may learn. (What should have happened?)

Discussion Succinctly discuss the emergency response in terms of the PREP Core Components (or logical grouping) so the reader can understand why the component or group was important or relevant, what the ramifications were, and so on. (What actually happened and why?)

Recommendation Present a recommendation with respect to any issues raised during the discussion. In the case of issues where something positive occurred, the recommendation may simply be to continue to follow processes/procedures. In the case where the issue represented a problem, recommend a solution to prevent the problem from occurring in the future. (How do we improve or sustain success?)

Action Taken Present an action taken or to be taken by the stakeholders. Commit to doing what is written here. Examples of actions taken for successes: verified current procedures are valid; provided a copy of AAR to all affected parties and so on. Examples of actions taken for problems: coordinated with PPM and changed SOP; published information paper on small business contracting requirements and briefed the District; changed specifications to reflect new wall covering, etc. Clearly identify the 'action owner' in this paragraph. For example: Revise PMPB SOP on accepting new work. Action: PPMD

- b **Repeat** the above for each of the 15 PREP Response Plan Core Components

- 3 Conclude by summarizing key lessons learned, noting when and where the AAR will be published for others to access. The Incident Commander shall sign and date the AAR Report.

Note AAR writers are to be mindful that documented AARs may be the subject of litigation or a media report. Accordingly, AARs are to present accurate, factual information and solid, focused recommendations.

APPENDIX A

TRAINING / EXERCISES

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A 1 Exercise Requirements and Schedules

Figure A 1 1 PREP Response Plan Core Components

Figure A 1 2 Exercise Requirements

Figure A 1 3 Spill / Exercise Documentation Form

Figure A 1 4 EPA Required Response Equipment Testing and Deployment Drill Log

Figure A 1 5 Qualified Individual Notification Drill Log

Figure A 1 6 Spill Management Team Tabletop Exercise Log

A 2 Training Program

Figure A 2 1 Training Requirements

Figure A 2 2 PREP Training Program Matrix

Figure A 2 3 Personnel Response Training Log

A 1 EXERCISE REQUIREMENTS AND SCHEDULES

- The Company participates in the National Preparedness for Response Exercise Program (PREP)
- During each triennial cycle all components of the Plan (**FIGURE A 1 1**) must be exercised at least once
- The District Manager is responsible for the following aspects
 - Scheduling
 - Maintaining records
 - Implementing
 - Evaluation of the Company's training and exercise program
 - Post drill evaluation improvements
- **FIGURE A 1 2** provides descriptions of exercise requirements **FIGURE A 1 3** provides a Spill/Exercise Documentation form or corresponding Company form may be used and **FIGURE A 1 4** provides a log for response equipment testing and deployment drill

FIGURE A 1 1 PREP RESPONSE PLAN CORE COMPONENTS

CORE COMPONENTS	DESCRIPTION
1 Notifications	Test the notifications procedures identified in the Area Contingency Plan (ACP) and the Spill Response Plan
2 Staff mobilization	Demonstrate the ability to assemble the spill response organization identified in the ACP and the Spill Response Plan
3 Ability to operate within the response management system described in the Plan <ul style="list-style-type: none"> • Unified Command • Response management system 	<p>Demonstrate the ability of the spill response organization to work within a unified command</p> <p>Demonstrate the ability of the response organization to operate within the framework of the response management system identified in their respective plans</p>
4 Discharge control	Demonstrate the ability of the spill response organization to control and stop the discharge at the source
5 Assessment	Demonstrate the ability of the spill response organization to provide initial assessment of the discharge and provide continuing assessments of the effectiveness of the tactical operations
6 Containment	Demonstrate the ability of the spill response organization to contain the discharge at the source or in various locations for recovery operations
7 Recovery	Demonstrate the ability of the spill response organization to recover the discharged product
8 Protection	Demonstrate the ability of the spill response organization to protect the environmentally and economically sensitive areas identified in the ACP and the respective industry response plan
9 Disposal	Demonstrate the ability of the spill response organization to dispose of the recovered material and contaminated debris
10 Communications	Demonstrate the ability to establish an effective communications system for the spill response organization
11 Transportation	Demonstrate the ability to establish multi mode transportation both for execution of the discharge and support functions
12 Personnel support	Demonstrate the ability to provide the necessary support of all personnel associated with response
13 Equipment maintenance and support	Demonstrate the ability to maintain and support all equipment associated with the response
14 Procurement	Demonstrate the ability to establish an effective procurement system
15 Documentation	Demonstrate the ability of the spill response organization to document all operational and support aspects of the response and provide detailed records of decisions and actions taken

FIGURE A 1 2 EXERCISE REQUIREMENTS

EXERCISE TYPE	EXERCISE CHARACTERISTICS
Facility/QI notification	<ul style="list-style-type: none"> • Conducted quarterly (one per year must be performed during non business hours) • The facility initiates mock spill notification to QI • The Qualified Individual documents time/date of notification name and phone number of individual contacted • Document in accordance with form in FIGURE A 1 3
Equipment deployment	<ul style="list-style-type: none"> • Terminals with response equipment such as boom will conduct semiannually • Terminals without response equipment will obtain documentation from OSRO response contractors indicating participation in annual deployment exercise • Conducted annually (Pipeline) • Document in accordance with form in FIGURE A 1 3
SMT tabletop	<ul style="list-style-type: none"> • Conducted annually • Tests SMT s response activities/responsibilities • Documents Plan s effectiveness • Must exercise worst case discharge scenario once every three years • Must test all Plan components at least once every three years • Document in accordance with form in FIGURE A 1 3
Unannounced	<ul style="list-style-type: none"> • Company will either participate in unannounced tabletop exercise or equipment deployment exercise on an annual basis if selected • Company may take credit for participation in government initiated unannounced drill in lieu of drill required by PREP guidelines • Plan holders who have participated in a PREP government initiated unannounced exercise will not be required to participate in another one for at least 36 months from the date of the exercise
Area	<ul style="list-style-type: none"> • An industry plan holder that participates in an Area Exercise would not be required to participate in another Area Exercise for a minimum of six years
OTHER EXERCISE CONSIDERATIONS	
Drill program evaluation procedures	<ul style="list-style-type: none"> • Company conducts post exercise meetings to discuss positive items areas for improvement and to develop action item checklist to be implemented later
Records of drills	<ul style="list-style-type: none"> • Company will maintain exercise records for five years following completion of each exercise • Records will be made available to applicable agencies upon request • Company will verify appropriate records are kept for each spill response contractor listed in Plan as required by PREP guidelines (annual equipment deployment drill triennial unannounced drill etc)

FIGURE A 1 3 SPILL / EXERCISE DOCUMENTATION FORM

Retain this form for a minimum of five years

1 Date(s) performed		
2 <input type="checkbox"/> Exercise <input type="checkbox"/> Actual spill		
If exercise		
<input type="checkbox"/> Announced	<input type="checkbox"/> Unannounced	<input type="checkbox"/> Deployment <input type="checkbox"/> Notification <input type="checkbox"/> Tabletop
If exercise frequency		
<input type="checkbox"/> Quarter	<input type="checkbox"/> 1st	<input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th <input type="checkbox"/> Annual
3 Location of exercise/spill		
4 Time started		
5 Description of scenario or spill including volume and content (crude oil condensate etc)		
6 Describe how the following objectives were exercised		
Team s knowledge of the Oil Spill Response Plan		
	Yes	No
Was briefing meeting conducted	<input type="checkbox"/>	<input type="checkbox"/>
Established field Command Post	<input type="checkbox"/>	<input type="checkbox"/>
Confirmed source was stopped	<input type="checkbox"/>	<input type="checkbox"/>
Developed Site Safety and Health Plan	<input type="checkbox"/>	<input type="checkbox"/>
Prepared ICS 201	<input type="checkbox"/>	<input type="checkbox"/>
Established work zones and perimeter security	<input type="checkbox"/>	<input type="checkbox"/>
Developed short range tactical plan	<input type="checkbox"/>	<input type="checkbox"/>
Developed long range tactical plan	<input type="checkbox"/>	<input type="checkbox"/>
Proper Notifications		
Qualified Individual (or designee)	<input type="checkbox"/>	<input type="checkbox"/>
EHS&T Department	<input type="checkbox"/>	<input type="checkbox"/>
Release/Spill Report Form completed	<input type="checkbox"/>	<input type="checkbox"/>
Notification to agencies completed (attach log)	<input type="checkbox"/>	<input type="checkbox"/>
Transportation/Communication System		
Established primary/secondary communication system	<input type="checkbox"/>	<input type="checkbox"/>
Primary cellular phone <input type="checkbox"/> two way radio <input type="checkbox"/> land telephone line <input type="checkbox"/>		
Secondary cellular phone <input type="checkbox"/> two way radio <input type="checkbox"/> land telephone line <input type="checkbox"/>		
<input type="checkbox"/> Other		

FIGURE A 1 3 SPILL / EXERCISE DOCUMENTATION FORM CONTINUED

Transportation/Communication System Continued		
	Yes	No
Motor vessel deployed	<input type="checkbox"/>	<input type="checkbox"/>
Provider name		
Helicopter/Sea plane deployed	<input type="checkbox"/>	<input type="checkbox"/>
Call sign		
Describe function (i e transportation surveillance dispersant application)		
Ability to access contracted Oil Spill Removal Organizations (OSROs)		
Who contacted (name of individual and OSRO)		
When contacted		
Response time projection for deployment		
Type and amount of containment used		
Spill material recovered	<input type="checkbox"/>	<input type="checkbox"/>
Spilled material disposed	<input type="checkbox"/>	<input type="checkbox"/>
Where?		
Ability to coordinate spill response with on scene coordinator state and applicable agencies		
Was regulatory on scene coordinator(s) contacted	<input type="checkbox"/>	<input type="checkbox"/>
List person and agency represented		
Ability to access sensitive site and resource information in the Area Contingency Plan (ACP)		
Was pre impact assessment conducted?	<input type="checkbox"/>	<input type="checkbox"/>
Were pre impact samples taken?	<input type="checkbox"/>	<input type="checkbox"/>
Were pre impact photographs taken?	<input type="checkbox"/>	<input type="checkbox"/>
Were NRDA specialists mobilized?	<input type="checkbox"/>	<input type="checkbox"/>
Were deficiencies identified?	<input type="checkbox"/>	<input type="checkbox"/>
If yes changes implemented?	<input type="checkbox"/>	<input type="checkbox"/>
If no why were changes not implemented?		
LESSONS LEARNED	PERSON RESPONSIBLE FOR FOLLOW UP OF CORRECTIVE MEASURES	
	Name	
	Position	
	Certifying Signature	

**FIGURE A 1 4 EPA REQUIRED RESPONSE EQUIPMENT TESTING
AND DEPLOYMENT DRILL LOG**

Item	Date of Last Update
ACTIVITY	INFORMATION
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	

Item	Date of Last Update
ACTIVITY	INFORMATION
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	

Item	Date of Last Update
ACTIVITY	INFORMATION
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	

Item	Date of Last Update
ACTIVITY	INFORMATION
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	

FIGURE A 1 5 QUALIFIED INDIVIDUAL NOTIFICATION DRILL LOG

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

FIGURE A 1 6 SPILL MANAGEMENT TEAM TABLETOP EXERCISE LOG

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company	Date
ACTIVITY	INFORMATION
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

A 2 TRAINING PROGRAM

FIGURE A 2 1 provides training requirements for spill responders **FIGURE A 2 2** provides the program matrix **FIGURE A 2 3** provides a personnel response training log

FIGURE A 2 1 TRAINING REQUIREMENTS

TRAINING TYPE	TRAINING CHARACTERISTICS
Training in use of spill response plan	<ul style="list-style-type: none"> • All field personnel will be trained to properly report/monitor spills • Plan will be reviewed annually with all employees and contract personnel • Plan will be reviewed with all employees and contract personnel <ul style="list-style-type: none"> • When the plan is developed or the employee is assigned initially to a job • When the employee's responsibilities under the plan change and • When the plan is changed • The Personnel Response Training Log is located in FIGURE A 2 3
OSHA training requirements	<ul style="list-style-type: none"> • All Company responders designated in Plan must have 24 hours of initial spill response training • Laborers having potential for minimal exposure must have 24 hours of initial oil spill response instruction and eight hours of actual field experience • Spill responders having potential exposure to hazardous substances at levels exceeding permissible exposure limits must have 40 hours of initial training offsite and 24 hours of actual field experience • On site management/supervisors required to receive same training as equipment operators/general laborers plus eight hours of specialized hazardous waste management training • Managers/employees require eight hours of annual refresher training
Spill management team personnel training	<ul style="list-style-type: none"> • See recommended PREP Training Matrix (FIGURE A 2 2)
Training for casual laborers or volunteers	<ul style="list-style-type: none"> • Company will not use casual laborers/volunteers for operations requiring HAZWOPER training
Wildlife	<ul style="list-style-type: none"> • Only trained personnel approved by USFWS and appropriate state agency will be used to treat oiled wildlife
Training documentation and record maintenance	<ul style="list-style-type: none"> • Training activity records will be retained five years for all personnel following completion of training • Company will retain training records indefinitely for individuals assigned specific duties in the Plan • Training records will be retained at each facility or pipeline office • Manager of Operations will document all applicable training

FIGURE A 2 2 PREP TRAINING PROGRAM MATRIX

TRAINING ELEMENT	QUALIFIED INDIVIDUAL (QI)	SPILL MANAGEMENT TEAM (SMT)	FACILITY PERSONNEL
Captain of the Port (COTP) Zones or Environmental Protection Agency (EPA) Regions in which the facility is located	x	x	x
Notification procedures and requirements for facility owners or operators internal response organizations federal and state agencies and contracted oil spill removal organizations (OSROs) and the information required for those organizations	x	x	x
Communication system used for the notifications	x	x	x
Information on the products stored used or transferred by the facility including familiarity with the material safety data sheets (MSDS) special handling procedures health and safety hazards spill and fire fighting procedures	x	x	x
Procedures the facility personnel may use to mitigate or prevent any discharge or a substantial threat of a discharge of oil resulting from facility operational activities associated with internal or external cargo transfers storage or use	x		
Facility personnel responsibilities and procedures for use of facility equipment which may be available to mitigate or prevent an oil discharge	x	x	x
Operational capabilities of the contracted OSRO s to respond small medium and large discharges	x	x	x
Responsibilities and authority of the Qualified Individual (QI) as described in the Spill Response Plan and Company response organization	x	x	x
The organization structure that will be used to manage the response actions including <ul style="list-style-type: none"> ● Command and control ● Public information ● Safety ● Liaison with government agencies ● Spill response operations ● Planning ● Logistics support ● Finance 	x	x	x
The responsibilities and duties of each spill management team (SMT) within the organization structure	x	x	
The drill and exercise program to meet federal and state regulations as required under Oil Pollution Act of 1990 (OPA 90)	x	x	x
The role of the QI in the post discharge review of the Plan to evaluate and validate its effectiveness	x		
The Area Contingency Plan (ACP) for the area in which the facility is located	x	x	x
The National Contingency Plan (NCP)	x	x	x
Roles and responsibilities of federal and state agencies in pollution response	x	x	x

FIGURE A 2 2 PREP TRAINING PROGRAM MATRIX CONTINUED

TRAINING ELEMENT	QUALIFIED INDIVIDUAL (QI)	SPILL MANAGEMENT TEAM (SMT)	FACILITY PERSONNEL
Available response resources identified in the Plan	x	x	
Contracting and ordering procedures to acquire OSRO resources identified in the Plan	x	x	
OSHA requirements for worker health and safety (29 CFR 1910.120)	x	x	x
Incident Command System/Unified Command System	x	x	
Public affairs	x	x	
Crisis management	x	x	
Procedures for obtaining approval for dispersant use or in situ burning of the spill	x		
Oil spill trajectory analyses	x		
Sensitive biological areas	x	x	
This training procedure as described in the Plan for members of the SMT		x	
Procedures for the post discharge review of the plan to evaluate and validate its effectiveness		x	
Basic information on spill operations and oil spill clean up technology including <ul style="list-style-type: none"> Oil containment Oil recovery methods and devices Equipment limitations and uses Shoreline cleanup and protection Spill trajectory analysis Use of dispersants in situ burning bioremediation Waste storage and disposal considerations 		x	
Hazard recognition and evaluation		x	
Site safety and security procedures		x	
Personnel management as applicable to designated job responsibilities		x	
Procedures for directing the deployment and use of spill response equipment as applicable to designated job responsibilities		x	x
Specific procedures to shut down effected operations			x
Procedures to follow in the event of discharge potential discharge or emergency involving the following equipment or scenarios <ul style="list-style-type: none"> Tank overfill Tank rupture Piping or pipeline rupture Piping or pipeline leak both under pressure or not under pressure if applicable Explosion or fire Equipment failure Failure of secondary containment system 			x
QI's name and how to contact him or her			x

FIGURE A 2 3 PERSONNEL RESPONSE TRAINING LOG

NAME	RESPONSE TRAINING/DATE AND NUMBER OF HOURS	PREVENTION TRAINING/DATE AND NUMBER OF HOURS
Rick Bondy	7/15/2010 8hr Hazwoper Refresher	7/15/2010 8hr Hazwoper Refresher

Qualified Individual

APPENDIX B

CONTRACTOR RESPONSE EQUIPMENT

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B 1 Cooperatives and Contractors

B 1 1 OSRO Classification

Figure B 1 1 Evidence of Contracts and Equipment Lists

The Company has contracted with additional Oil Spill Removal Organizations (OSROs) to provide personnel and equipment in the event of a spill. The classification response capabilities and equipment are described below.

The OSRO classification process was developed by the U S Coast Guard (USCG) to provide guidelines to enable USCG and plan preparers to evaluate an OSROs potential to respond to oil spills. Plan holders that utilize USCG classified OSRO services are not required to list response resources in their plans.

The following is a listing of the USCG classified OSROs that may respond to incidents for areas listed in this Plan. For a detailed listing of USCG classified OSROs and other contractors by terminal, refer to **FIGURE 3.1.3** and **FIGURE 7.1.1**.

COMPANY / CONTRACTOR	APPLICABLE COPT ZONE (S)	USCG CLASSIFICATIONS								RESPONSE TIME																																																																								
Eagle SWS (OSRO 247) 9204 US Highway 287 Fort Worth TX 76131	Houston Galveston	<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td></td><td></td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Inland</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Offshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Nearshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal			✓	✓	✓	✓	✓	✓	Inland									Open Ocean									Offshore									Nearshore									Great Lakes									0 hours
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Nearshore																																																																																		
Great Lakes																																																																																		
United States Environmental Services LLC 1309 N Hills Blvd Suite 212 North Little Rock AR 72114	Lower Mississippi	<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td>✓</td><td></td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Inland</td><td>✓</td><td>✓</td><td>✓</td><td></td><td>✓</td><td>✓</td><td>✓</td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Offshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Nearshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal	✓		✓	✓	✓	✓	✓	✓	Inland	✓	✓	✓		✓	✓	✓		Open Ocean									Offshore									Nearshore									Great Lakes									3 5 hours
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Acme Products Co 2666 N Darlington Tulsa OK 74115	Sector Lower Mississippi Sector Upper Mississippi	<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td>✓</td><td></td><td></td><td></td><td>✓</td><td></td><td></td><td></td></tr><tr><td>Inland</td><td>✓</td><td></td><td></td><td></td><td>✓</td><td></td><td></td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Offshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Nearshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal	✓				✓				Inland	✓				✓				Open Ocean									Offshore									Nearshore									Great Lakes									3 5 hours
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A Clean Environment 2071 Cimmaron Road Wilson OK 73463	Memphis	<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td>✓</td><td></td><td></td><td></td><td>✓</td><td></td><td></td><td></td></tr><tr><td>Inland</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Offshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Nearshore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal	✓				✓				Inland									Open Ocean									Offshore									Nearshore									Great Lakes									6 5 hours
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B 1 1 OSRO Classification Continued

COMPANY / CONTRACTOR	APPLICABLE COPT ZONE (S)	USCG CLASSIFICATIONS								RESPONSE TIME	
Haz Mat Response Inc 1203 C South Park Olathe KS 66061	Memphis		Facilities				Vessels				8 5 hours
			MM	W1	W2	W3	MM	W1	W2	W3	
		River/Canal			✓	✓	✓	✓	✓	✓	
		Inland			✓		✓	✓	✓		
		Open Ocean									
		Offshore									
		Nearshore									
		Great Lakes									

The following contractors retained by the Company but are not USCG classified OSRO s within this Area are as follows

- Tulsa Maintenance Crew
2120 South 33rd West Avenue
Tulsa OK
74101
- Environmental Specialists Inc
3001 East 83rd Street
Kansas City MO
64132
- Apex Co LLC
9410 E 51st St # G
Tulsa Oklahoma
74145
- TD Williamson
6747 S 45th West Ave
Tulsa OK
74131
- Arklahoma Pipeline Inc
4332 Dora Road
Van Buren AR
- R&R Pipeline
1909 Hwy 255
Central City Arkansas

FIGURE B 1 1 provides evidence of contracts with OSRO s and equipmentlists for contractors without USCG classification **FIGURE 7 1 1** provides local response contractor s equipment lists and response times

FIGURE B 1 1 EVIDENCE OF CONTRACTS AND EQUIPMENT LISTS

- A Clean Environment Wilson OK
- Acme Products Co Tulsa OK
- Apex Co LLC Tulsa Oklahoma
- Arklahoma Pipeline Inc Van Buren AR
- Eagle SWS (OSRO 247) Fort Worth TX
- Environmental Specialists Inc Kansas City MO
- Haz Mat Response Inc Olathe KS
- R&R Pipeline Central City Arkansas
- TD Williamson Tulsa OK
- Tulsa Maintenance Crew Tulsa OK
- United States Environmental Services LLC North Little Rock AR

TARGET SHEET

SITE NAME: NON SITE SPECIFIC

CERCLIS I.D.: NONSITESPECI

TITLE OF DOC.: MAGELLAN MIDSTREAM PARTNERS LP - FORT
SMITH TERMINAL SPILL RESPONSE PLAN
TERMINAL - 2011 UPDATE - MAGELLAN
PIPELINE COMPANY LP

DATE OF DOC.: 03/02/2011

NO. OF PGS. THIS TARGET SHEET REPLACES: 136

SDMS #: 9547860 **RELATED #:** 9490526

SENSITIVE ?

☒

MISSING PAGES ?

☐

ALTERN. MEDIA ?

☐

CROSS REFERENCE ?

☐

LAB DOCUMENT ?

☐

LAB NAME:

ASC./BOX #:

CASE #:

SDG #:

**PAGES 208-343 WERE REDACTED FROM THIS
DOCUMENT DUE TO FOIA EXEPTION B(4) -**

COMMENTS : CONFIDENTIAL BUSINESS INFORMATION.

APPENDIX C SPCC PLANS

Last revised March 2 2011

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Figure C 1 Professional Engineer Certification

Figure C 2 SPCC Review Record

Figure C 3 SPCC

Figure C 4 Potential Spill Sources

Figure C 5 Addendum 1

Figure C 6 Drainage Diagram

Figure C 7 Evacuation Diagram

Figure C 8 Piping Diagram

Figure C 9 Discharge Prevention Meeting Log

Figure C 10 Inspection Procedures

Figure C 11 Facility Monthly Inspection Record

Figure C 12 Secondary Containment Drainage Log


Figure C 13 Reportable Spill History

Figure C 14 Management Approval and Review

**SPILL PREVENTION, CONTROL, AND
COUNTERMEASURE (SPCC) PLAN**

Ft Smith Terminal
8101 Highway 71 South
Ft Smith AR 72903

FIGURE C 1 PROFESSIONAL ENGINEER CERTIFICATION

40 CFR Part 112 3(d) Professional Engineer Certification	
Being familiar with the provisions of 40 CFR Part 112 I attest to the following	
<ul style="list-style-type: none">• I am familiar with the requirements of this part• I or my agent has visited and examined the Facility• The Plan has been prepared in accordance with good engineering practice including consideration of applicable industry standards and with the requirements of this part• Procedures for required inspections and testing have been established• The Plan is adequate for the Facility	
Note Certification is conditional pending satisfactory resolution of the required improvements listed in Addendum 1	
Printed Name of Registered Professional Engineer	Derek T Blackshare
Signature of Registered Professional Engineer	<i>Derek T Blackshare</i>
Date	January 10 2011
Registration No	Oklahoma 17181
Seal	
	

[illegible]

FIGURE C 3 SPCC

FACILITY INFORMATION			
Name of Facility	Ft Smith Terminal	Type of Facility	Onshore/Non Production
Location of Facility	8101 Highway 71 South Ft Smith AR 72903	Name & Address of Owner or Operator	Magellan Pipeline Company L P One Williams Center P O Box 22186 Tulsa OK 74121 2186
Latitude/ Longitude	35 18 34 N 94 23 38 W	Designated Personnel Accountable for Oil Spill Prevention at the Facility	Chris Nibblet Buddy Cronk James Starkey Rick Gregg
40 CFR 112.7			
(a) GENERAL REQUIREMENTS			
(1) Include a discussion of your facilities conformance with the requirements listed in this part			
<input type="checkbox"/> The plan meets the general requirements of 40 CFR 112.7 and the specific requirements identified in 40 CFR 112.8			
(2) Comply with all applicable requirement listed in this part Your Plan may deviate from some requirements if you provide additional protection or explanation			
<input type="checkbox"/> No deviations/nonconformances have been noted from the rule			
(3) Describe in your Plan the physical layout of the facility and include a facility diagram You must also address in your plan			
<input type="checkbox"/> Diagrams displaying the physical layout of the property are included as FIGURES C 6 C 7 and C 8			
i The type of oil in each container and its storage capacity			
<input type="checkbox"/> Oil types and container storage capacities are listed in Figure C 4			
ii Discharge prevention measures			
<input type="checkbox"/> Discharge prevention measures are included in this FRP			
iii Discharge or drainage controls			
<input type="checkbox"/> Refer to FIGURE C 3 [40 CFR 112.8 (b)]			
iv Countermeasures for discharge			
<input type="checkbox"/> Refer to Section 2			
v Methods of disposal			
<input type="checkbox"/> Refer to Section 7			
vi Contact list and phone numbers			
<input type="checkbox"/> Refer to FIGURE 3 1 3			
(4) Unless you have submitted a response plan provide information and procedures to report a discharge			
<input type="checkbox"/> A Response Plan has been submitted to the Regional Administrator			
(5) Unless you have submitted a response plan describe procedures you will use when a discharge occurs			
<input type="checkbox"/> A Response Plan has been submitted to the Regional Administrator			
(b) PREDICTION OF THE DIRECTION RATE OF FLOW AND TOTAL QUANTITY OF OIL WHICH COULD BE DISCHARGED FROM THE FACILITY AS A RESULT OF EACH TYPE OF MAJOR EQUIPMENT FAILURE			
<input type="checkbox"/> Direction rate of flow and total quantity of oil that could be discharged are listed in FIGURE C 4			
(c) PROVIDE APPROPRIATE CONTAINMENT			
<input type="checkbox"/> Appropriate containment/diversionary structures are in place to prevent a discharge from leaving a containment system before cleanup occurs Refer to FIGURE C 4			
(d) PRACTICABILITY OF SECONDARY CONTAINMENT			
<input type="checkbox"/> Containers are tested to applicable API 653 standards			
<input type="checkbox"/> Valves and piping are tested to applicable API 570 standards			
(e) INSPECTIONS TESTS AND RECORDS			
<input type="checkbox"/> Containers are tested to applicable API 653 standards			

FIGURE C 3 SPCC, CONTINUED

40 CFR 112.7	
(e) INSPECTIONS TESTS AND RECORDS	
	<ul style="list-style-type: none"> • A record of containment drainage is maintained in the SPCC file • Operators perform daily visual inspections when the facility is manned. Inspection procedures are outlined in FIGURE C 2 • Monthly visual inspections of all containers and associated equipment are documented. Inspection documentation is maintained at the facility for three (3) years. Repairs are made as necessary.
(f) PERSONNEL TRAINING AND DISCHARGE PREVENTION PROCEDURES	
(1) PERSONNEL TRAINING	
	<ul style="list-style-type: none"> • Employees are trained in safe operation of the facility to prevent spills and on procedures for spill discovery and notification • Records of employee training are maintained at the facility or Area Office • Non Company personnel (contractors) are required to meet with company personnel prior to working at the facility • Proper operation of vehicles to prevent damage to piping is addressed when applicable • Drivers are trained in proper loading procedures before loading cards are issued
(2) DESIGNATED PERSON	
	<ul style="list-style-type: none"> • Refer to title block above for the Designated Personnel Accountable for Oil Spill Prevention at the Facility
(3) SPILL PREVENTION BRIEFINGS	
	<ul style="list-style-type: none"> • Employees review spill prevention procedures and the contents of the SPCC Plan at least annually • Spill events are reviewed and discussed in safety meetings • Employees are instructed in applicable pollution control laws, rules, and regulations
(g) SECURITY	
(1) FENCES AND GATES	
	<ul style="list-style-type: none"> • Operational areas are enclosed by a fence to prevent unauthorized entry • Entrance gates are locked when the facility is unattended and accessible to authorized personnel only • Access to the facility entrance gate is controlled by a computerized card lock or keypad system
(2) CONTAINER VALVES / DRAINS	
	<ul style="list-style-type: none"> • Container valves that may drain directly to the ground are locked in the closed position or plugged when not in use or standby status

FIGURE C 3 SPCC, CONTINUED

40 CFR 112.7	
(g) SECURITY	
(3) STARTER PUMPS	
	<ul style="list-style-type: none"> Starter controls on all pumps are accessible only to authorized personnel
(4) LOADING / UNLOADING CONNECTIONS	
	<ul style="list-style-type: none"> Pipeline connections are capped or blank flanged when not in service for an extended period of time Access to product loading is controlled by a computerized system
(5) FACILITY LIGHTING	
	<ul style="list-style-type: none"> Operational areas are well illuminated and adequate for facility operations Outside lighting is automatically controlled by photocell
(h) FACILITY TANK CAR AND TANK TRUCK LOADING/UNLOADING RACK	
(1) TRANSFER AREA DRAINAGE	
	<ul style="list-style-type: none"> Truck loading/unloading rack drainage flows into an oil water separator with an automatic overflow to a water tank designed to handle the single largest compartment of a tank car or tank truck Loading rack areas are equipped with concrete pads and/or curbing complete with spill collection drains which return collected liquids to a recovery system. An Oil Water Separator on site is used to separate oil and water that may come from the rack area and other loading and unloading operations. It is monitored daily and pumped out regularly. This is not an AST but a process flow through tank as it is not used for storage and pumped out regularly. This O/W Sep comment is placed here per Region 6 On Scene Coordinator request from 8/25/09 visit and review The loading rack area is curbed and has a quick drainage system adequately sized to contain the largest single compartment of a tanker truck Additive unloading area is located adjacent to additive area Off specification and recovered product unloading area is located at the truck loading rack Natural drainage patterns are illustrated on the Plot Plan
(2) INTERLOCKED WARNING LIGHT OR PHYSICAL BARRIER	
	<ul style="list-style-type: none"> Posted visible warning signs instruct drivers to fully disconnect and inspect valves prior to departure
(3) TRUCK DRAIN / OUTLET EXAMINATION	
	<ul style="list-style-type: none"> Truck valves and connections are inspected by the driver and ensured tight prior to transfer and departure
(i) BRITTLE FRACTURE EVALUATION REQUIREMENTS	
	<ul style="list-style-type: none"> Evaluations conducted as necessary Containers are tested to applicable API 653 standards
(j) STATE DISCHARGE PREVENTION REQUIREMENTS	
	<ul style="list-style-type: none">

FIGURE C 3 SPCC CONTINUED

40 CFR 112.7	
(k) QUALIFIED OIL FILLED EQUIPMENT	
	<ul style="list-style-type: none">• Qualified oil filled equipment identified in Figure C6 Drainage Diagram or Figure C4 Spill Sources
	<ul style="list-style-type: none">• Containment in accordance with Section (c) of this section or covered by facility inspections in accordance with alternative requirements of this section

FIGURE C 3 SPCC CONTINUED

40 CFR 112.8	
(a) GENERAL REQUIREMENTS	
	<ul style="list-style-type: none"> The plan meets the general requirement of 40 CFR 112.7 and the specific requirements identified in 40 CFR 112.8
(b) FACILITY DRAINAGE	
(1) DRAINAGE FROM DIKED AREAS	
	<ul style="list-style-type: none"> From diked areas rainwater is drained manually through drain valves or manually pumped Records of all diked area drainage are maintained at the facility
(2) DRAIN VALVES AND DROP PIPES	
	<ul style="list-style-type: none"> All drain valves are manual/open and closed design and are normally in the closed position. Water is visually inspected for sheen prior to drainage as indicated in (c)(3) below The draining of dikes is supervised and controlled Dikes are drained as necessary to maintain adequate protective containment and protect containers and equipment
(3) FACILITY DRAINAGE SYSTEM FROM UNDIKED AREAS	
	<ul style="list-style-type: none"> Natural drainage patterns are illustrated on the Plot Plan Contaminated drainage from undiked areas should be minimal due to inspection and preventive maintenance procedures (Refer to Company's System Integrity Plan) Drainage system flows into a pond on the north side of property or drainage ditch along south side
(4) DIVERSION SYSTEM	
	<ul style="list-style-type: none"> Not Applicable
(5) TREATED DRAINAGE WATERS	
	<ul style="list-style-type: none"> Not Applicable
(c) BULK STORAGE CONTAINERS	
(1) CONTAINER CONSTRUCTION AND MATERIALS	
	<ul style="list-style-type: none"> Containers are constructed in accordance with applicable local codes and API standards Containers are compatible with the products stored Venting capacity is suitable for the fill and withdrawal rates experienced during normal operation Containers are gauged or available storage capacity confirmed prior to receipt
(2) SECONDARY CONTAINMENT	
	<ul style="list-style-type: none"> The prover tank will be manually attended while in use. Spill response measures will be deployed immediately in the event of a release from the prover tank Secondary containment is sufficiently impervious to contain oil until clean up can occur (Refer to the Potential Spill Sources table for secondary containment type and volume)
(3) RAINWATER DRAINAGE	
	<ul style="list-style-type: none"> Rainwater is inspected for sheen prior to draining to assure compliance with applicable water quality standards If sheen is observed appropriate actions are taken to comply with 40 CFR 110
(4) BURIED METALLIC STORAGE TANKS	
	<ul style="list-style-type: none"> Tanks installed on or after January 10, 1974 are corrosion protected by cathodic protection

FIGURE C 3 SPCC CONTINUED

40 CFR 112.8	
(c) BULK STORAGE CONTAINERS	
(5) PARTIALLY BURIED METALLIC STORAGE TANKS	
	<ul style="list-style-type: none"> • Not Applicable
(6) ABOVEGROUND CONTAINERS	
	<ul style="list-style-type: none"> • See FIGURE C 2 for visual and routine inspection procedures • Integrity testing completed on a regular schedule per industry standards • Refer to the Potential Spill Sources table
(7) INTERNAL HEATING COILS	
	<ul style="list-style-type: none"> • Not Applicable
(8) FAIL SAFE ENGINEERING	
	<ul style="list-style-type: none"> • Liquid level sensing devices are tested regularly for proper operations • Major containers are equipped with manual shutoff valves a direct reading gauge high liquid level alarms and an audible signal • Containers not equipped with high level alarms are gauged prior to receipt are inspected daily and are monitored during filling
(9) FACILITY EFFLUENTS	
	<ul style="list-style-type: none"> • Not Applicable
(10) VISIBLE OIL LEAKS	
	<ul style="list-style-type: none"> • Visible oil leaks are documented and necessary repairs are made promptly
(11) MOBILE/PORTABLE STORAGE CONTAINERS	
	<ul style="list-style-type: none"> • Mobile or portable oil storage containers are positioned to prevent a discharge
(d) FACILITY TRANSFER OPERATIONS PUMPING AND FACILITY PROCESSES	
(1) BURIED PIPING INSTALLATIONS	
	<ul style="list-style-type: none"> • Pipelines are wrapped and coated to reduce corrosion • Corrosion controls are installed operated and maintained to applicable industry standards
(2) PIPELINE OUT OF SERVICE	
	<ul style="list-style-type: none"> • Out of service pipelines are disconnected drained of all fluids inerted blind flanged or plugged and marked in accordance with applicable standards
(3) PIPING SUPPORTS	
	<ul style="list-style-type: none"> • All pipe supports are designed to minimize abrasion corrosion and allow for expansion and contraction
(4) ABOVEGROUND VALVES AND PIPELINES	
	<ul style="list-style-type: none"> • Operators perform daily visual inspections during normal operating activities • Monthly inspections are also performed documented and retained at the facility • Repairs are made as necessary • Pressure testing is performed as warranted
(5) VEHICULAR TRAFFIC	
	<ul style="list-style-type: none"> • To prevent vehicles from damaging aboveground piping driveway areas are identified by paving or gravel surfaces and curbs Pipe runs are protected by barriers as appropriate

FIGURE C 4 POTENTIAL SPILL SOURCES

Container/ Source	Failure/Cause	Total Capacity (gal)	Secondary Containment Volume Type (gal)	Tank Type	Year Constructed/ Installed	Quantity Stored (gal)	Direction of Flow/Rate (See Plot Plan)	Product Stored
ABOVEGROUND CONTAINERS Total 13 317 921								
1445	Leak/ Failure	844 080	8 130 595 gal/1	C/ F/ W	1954	565 534	Instantaneous	Ethanol
1446	Leak/ Failure	1 265 565	8 130 595 gal/1	C/ F/ W	1954	8 479 286	Instantaneous	Gasoline
1447	Leak/ Failure	1 265 300	8 130 595 gal/1	C/ F/ W	1954	847 751	Instantaneous	Distillate
1448	Leak/ Failure	1 370 880	8 130 595 gal/1	C/ F/ W	1966	918 490	Instantaneous	Gasoline
1449	Leak/ Failure	1 371 180	8 130 595 gal/1	C/ F/ W	1966	918 691	Instantaneous	Gasoline
1450	Leak/ Failure	1 263 570	8 130 595 gal/1	C/ F/ W	1978	846 592	Instantaneous	Gasoline
1451	Leak/ Failure	5 040 000	8 130 595 gal/1	C/ F/ W	2010	3376800	Instantaneous	Diesel Fuel
345	Leak/ Failure	42 336	54 735	C/ F/ W	1954	27 510	Instantaneous	Contact Water
537	Leak/ Failure	427 400	612 910 gal/1	C/ FX/ W	1954	286 358	Instantaneous	Distillate
538	Leak/ Failure	427 310	612 910 gal/1	C/ FX/ W	1954	286 298	Instantaneous	Distillate
Diesel	Leak/ Failure	150	14 801 gal/2	H/ FX/ W	2000	137	Instantaneous	Distillate
Gasoline	Leak/ Failure	150	14 801 gal/2	H/ FX/ W	2000	137	Instantaneous	Gasoline
ADDITIVE CONTAINERS Total 36 250								
377 100	Leak/ Failure	6 000	14 801 gal/2	H/ FX/ W	pre 1993	3 900	Instantaneous	Additive
377 110	Leak/ Failure	6 000	14 801 gal/2	H/ FX/ W	pre 1993	3 900	Instantaneous	Additive
377 120	Leak/ Failure	2 000	14 801 gal/2	V/ FX/ W	pre 1993	1 300	Instantaneous	Additive
377 130	Leak/ Failure	12 000	14 801 gal/2	H/ FX/ W	pre 1993	7 800	Instantaneous	Additive
377 133	Leak/ Failure	250	14 801 gal/2	H/ FX/ W	2004	200	Instantaneous	Additive
377 134	Leak/ Failure	2 000	14 801 gal/2	H/ FX/ W	pre 1993	1 300	Instantaneous	Additive

Note There are no underground storage tanks or surface impoundments located at this Facility
Not in Containment Area Curbing and containment system

Containment Type 1 Earthen Berm and Floor 2 Concrete Berm and Floor 3 Metal Berm and Floor
4 Portable Containment or Inside Building 5 Double Walled 6 Earthen Floor and Concrete Walls

Tank / Roof Type C = Conical or Cone D = Dome H = Horizontal L = Lifter S = Spheroid V = Vertical
G = Geodesic Fx = Fixed F = Floating W = Welded R = Riveted IF = Internal Floating Roof EF = External Floating Roof

FIGURE C 4 POTENTIAL SPILL SOURCES CONTINUED

Container/ Source	Failure/Cause	Total Capacity (gal)	Secondary Containment Volume Type (gal)	Tank Type	Year Constructed/ Installed	Quantity Stored (gal)	Direction of Flow/Rate (See Plot Plan)	Product Stored
ADDITIVE CONTAINERS Total 36 250								
377 160	Leak/ Rupture	8 000	14 801 gal/2	H/ FX/ W	2005	8 000	Instantaneous	Lubricity Additive
BURIED METALLIC STORAGE TANKS Total 5 000								
Oil/Water Separator	Leak/ Failure	5000	6 454 gal/5	Separation equipment	1997	0	Instantaneous/ Contained	Oil/ Water Separator
DRUM STORAGE AREA Total 550								
Drum Storage	Leak/ Failure	550	4 352 gal/2	N/ A		220	Instantaneous	Varies
MISCELLANEOUS Total 10 000								
Prover	Leak/ Failure	1 000	1 700/	V/ FX/ W	1995	Varies	Instantaneous	Gasoline
Terminal Piping	Corrosion	Varies	See Plot Plan	N/ A	1954	N/A	Instantaneous	Varies
Truck Rack	Overfill	9 000	47 334 gal/	N/ A	1954	N/A	Instantaneous	Varies
Facility Total 13 369 721								

Note There are no underground storage tanks or surface impoundments located at this Facility
 Not in Containment Area Curbing and containment system

Containment Type 1 Earthen Berm and Floor 2 Concrete Berm and Floor 3 Metal Berm and Floor
 4 Portable Containment or Inside Building 5 Double Walled 6 Earthen Floor and Concrete Walls

Tank / Roof Type C = Conical or Cone D = Dome H = Horizontal L = Lifter S = Spheroid V = Vertical
 G = Geodesic Fx = Fixed F = Floating W = Welded R = Riveted IF = Internal Floating Roof EF = External Floating Roof

FIGURE C 5 ADDENDUM 1

Certification of this Spill Prevention Control and Countermeasure plan is contingent upon correction of all discrepancies listed in this Addendum The discrepancies for this facility are

REGULATION	DISCREPANCY	COMMENTS
40 CFR 112 7(h)(1) Where loading/unloading area drainage does not flow into a catchment basin or treatment facility designed to handle discharges use a quick drainage system for tank car or tank truck loading and unloading areas You must design any containment system to hold at least the maximum capacity of any single compartment of a tank car or tank truck loaded or unloaded at the facility	Provide secondary containment for the additive unloading area	Resolved by placement of spill kit spring 2007
40 CFR 112 8(b)(3) Design facility drainage from undiked areas with a potential for discharge to flow into ponds lagoons or catchment basins designed to retain oil or return it to the facility	Provide a diversion system for drainage from undiked areas to prevent releases from migrating off site	Resolved A release from aboveground piping at the EPA regulated manifold will flow into an earthen drainage ditch that flows north and northeast into a ponding area A release would be contained in the ponding area
40 CFR 112 8(c)(2) Construct all bulk storage container installations so that you provide a secondary means of containment for the entire capacity of the largest single container and sufficient freeboard to contain precipitation You must ensure that diked areas are sufficiently impervious to contain discharged oil Dikes containment curbs and pits are commonly employed for this purpose You may also use an alternative system consisting of a drainage trench enclosure that must be arranged so that any discharge will terminate and be safely confined in a facility catchment basin or holding pond	Provide secondary containment for the contact water tank (645) and assure that the additive secondary containment area is adequate upon installation of the lubricity tank	Resolved Containment for the contact water tank was constructed during the summer of 2006 As built survey and containment calculations expected to be finalized during October of 2006 Additive containment was verified in August of 2005

FIGURE C 6 DRAINAGE DIAGRAM

(Click here for Drainage Diagram)

(Click here for Drainage Diagram)

(Click here for Drainage Diagram)

This ICP is based on a database design that was intended to be maintained through a worldwide web interface. As a result, global references are made within the plan text to certain components of the plan such as drawings which are not titled after those database references. For example, the Drawing entitled "Evacuation Plan" is referred to within the ICP (body and cross reference) as Figure C 7, but the actual drawing is entitled "Figure 1 Evacuation Plan" on the hard copy. This is an inevitable consequence of the design of the plan. This naming convention is important to consider when using the hard copy cross reference during a regulatory review; however, when using the plan as intended or reviewing the plan on a computer, the database naming convention does not affect the utility or cogency of the plan. For further explanation, please contact the plan holder or TRP.

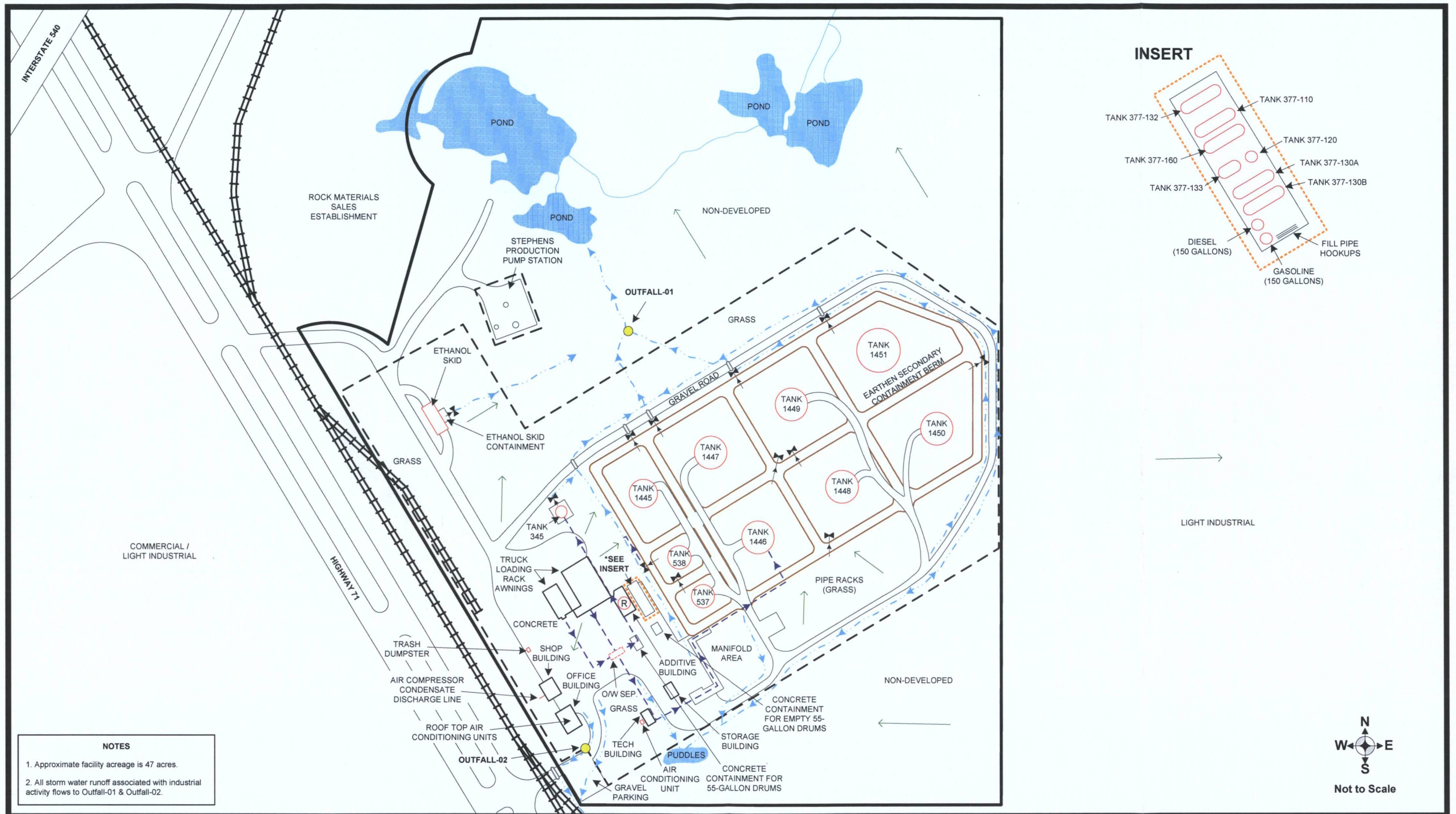


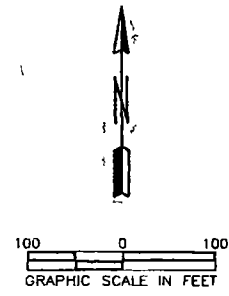
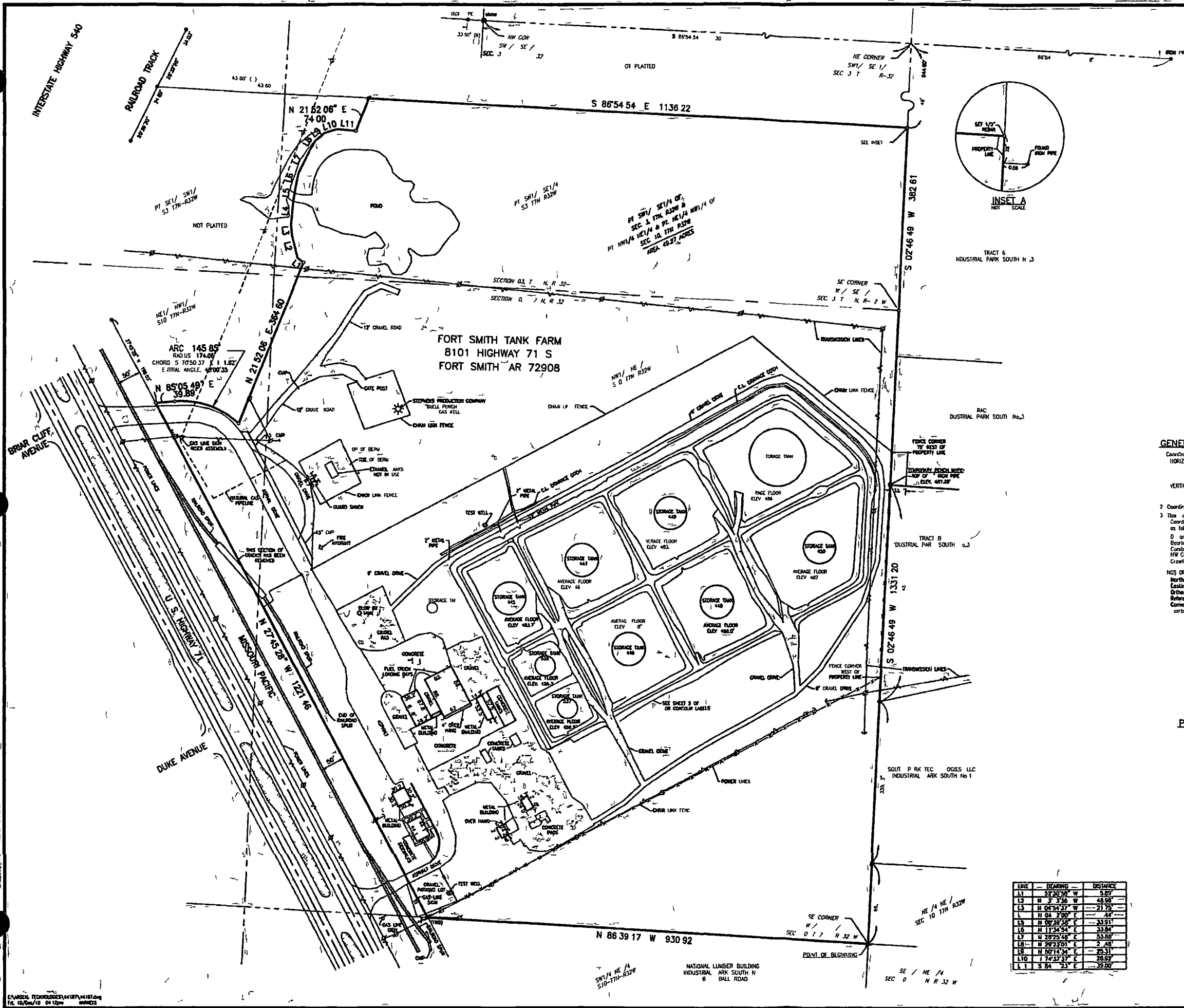
FIGURE 3:
Facility Layout and Drainage Map
November 2010

Legend:	
—	APPROXIMATE FACILITY BOUNDARY
- - -	CHAIN-LINK FENCE
(R)	EMERGENCY RESPONSE SUPPLIES
—>	SURFACE DRAINAGE DITCH
- - ->	UNDERGROUND DRAINAGE CONVEYANCE
—>	SURFACE DRAINAGE FLOW DIRECTION
X	CONTAINMENT STORM WATER DRAIN VALVE
TANK 345:	SEPARATOR WATER (42,336 GALLONS)
TANK 537:	DIESEL (10,176 BARRELS)
TANK 538:	DIESEL (10,174 BARRELS)
TANK 1445:	ETHANOL (19,787 BARRELS)
TANK 1446:	GASOLINE (30,133 BARRELS)
TANK 1447:	DIESEL (30,126 BARRELS)
TANK 1448:	GASOLINE (32,640 BARRELS)
TANK 1449:	GASOLINE (32,647 BARRELS)
TANK 1450:	GASOLINE (30,085 BARRELS)
TANK 1451:	DIESEL (120,000 BARRELS)
TANK 377-110:	SHELL ADDITIVE (6,016 GALLONS)
TANK 377-120:	CONOCO PHILLIPS ADDITIVE (2,115 GALLONS)
TANK 377-130A:	MAGELLAN IVD ADDITIVE (6,016 GALLONS)
TANK 377-130B:	MAGELLAN IVD ADDITIVE (6,016 GALLONS)
TANK 377-132:	MPL-CFI (2,005 GALLONS)
TANK 377-133:	RED DYE (478 GALLONS)
TANK 377-160:	LUBRICITY ADDITIVE (8,000 GALLONS)



Magellan Midstream Partners, L.P.
Fort Smith Terminal
8101 Highway 71 South
Fort Smith, AR 72908

PROJECT NO: ENMISC2141



LEGEND

- FOUND IRON P.T.
- FOUND REBAR
- FOUND RAILROAD SP. E
- FOUND MONUMENT
- FOUND STONE
- SET 1/2 INCH REBAR /CA
- GAS LITER
- WATER METER
- SEWER MANHOLE
- UTILITY POLE
- UTILITY POLE W/GUY DOWN
- CONTOUR INTERVAL
- AERIAL POWER LINE
- FENCING
- POT ELEVATION

GENERAL NOTES

Coordinate System
HORIZONTAL: Arkansas State Plane Coordinate System
NAD 83
Vertical: North American Vertical Datum (NAVD) 88
Datum: 88
Survey: 88
2. Coordinates established by GPS survey on 11/19/2010.
3. These are derived from the electronic data and are based on the coordinates and are not depicted on this drawing.
4. Once Ground
5. Bearing: 0
6. Combined scale factor to ground: 0.99999999
7. Horizontal scale factor to ground: 0.99999999
8. Vertical scale factor to ground: 0.99999999
9. Reference frame: NAD 83 (GRS80) (EPSG:31433) (PROJ:2011.0000) (PROJ:2011.0000)
10. Convergence angle (degrees): 1.52244687
11. Spheroid: Clarke
12. Datum: 88

PREPARED FOR USE BY:

M. GELMAN, MOORE PARTNERS, P.
FORT SMITH, AR
8101 HIGHWAY 71 SOUTH
FORT SMITH, AR 72908

LINE	BEARING	DISTANCE
1.1	S 23° 30' 00" W	5.82
1.2	N 3° 35' 00" W	48.08
1.3	N 04° 54' 37" W	21.75
1.4	N 04° 20' 00" E	44
1.5	N 05° 00' 00" E	33.91
1.6	N 11° 54' 54" E	33.84
1.7	N 20° 25' 48" E	33.82
1.8	N 20° 25' 01" E	2.48
1.9	N 00° 14' 34" E	25.31
1.10	N 74° 37' 37" E	28.07
1.11	S 84° 21' E	39.00



REVISIONS	DATE
1. UPDATED HAI SURVEY 39848	6/10/09
2. ADD TOPOGRAPHIC CONTOURS FOR TANKS	6/10/09
3. RELOCATE BOUNDARY CORNERS	6/10/09
4. ADD TOPOGRAPHIC CONTOURS TO NEW LEVEL	11/19/10
5. ADD TANK 11.1	12/08/10
6. ADJUSTED LEVEL FOR TANK 11.1	12/08/10
7. ADJUSTED OVERLAP SADDLE TO LEVEL	12/08/10
8. BETWEEN TANK 11.1 & 11.2	12/08/10

HOFFMAN & ASSOCIATES, INC.
LAND SURVEYORS CONSULTING ENGINEERS
320 O'BRYEN LANE VAN BUREN AR 72956
TEL (479) 474 7916 FAX (479) 474 2450
WEB ADDRESS: HANDBOOK.COM

TOPOGRAPHIC SURVEY
PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 3, TOWNSHIP 7 NORTH, RANGE 32 WEST & PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10 TO N34° 10' 00" E 1/4 SECTION 32 WEST OF THE FIFTH PRINCIPAL MERIDIAN
SEBASTIAN COUNTY, ARKANSAS

DATE	11/19/2010
SCALE	1" = 100'
DRAWN BY	Jeff Haess
JOB NO	1788
SHEET	1 OF 2

Hoffman & Associates, Inc.

Land Surveyors • Consulting Engineers

320 O Bryan Lane
Van Buren Arkansas 72956

(479) 474 7916
fax (479) 474 2450
www.handa-inc.com

Ivan L. Hoffman Jr. P.S.
Samuel E. Smith P.S.
Bart L. Petray P.S.
Ryan E. Hannan P.S.
Arthur M. Donaldson P.S.

S. Van Hale P.E.
(Charles) Ed Gray P.S.
David G. Atwell P.S.

December 14, 2010

Magellan Midstream Partners L.P.
One Williams Center MD 27
Tulsa, Oklahoma 74172

Attn: Mr. Mark Webster, REM
Senior Environmental Specialist

RE: Revised Tank Containment Capacities
Fort Smith Tank Farm
8101 Highway 71 South
Fort Smith, Arkansas 72908

Dear Mr. Webster:

By letter dated November 17, 2010, we submitted a report of the calculated capacities of the containment system constructed around your storage tanks located at your Fort Smith Tank Farm on Highway 71 South in Fort Smith, Arkansas. After submitting the report along with two survey plats of your facility, we were informed that the survey plats did not reflect construction on the north and west dike walls for Tank No. 1447 or the new overflow saddle constructed in the dike wall between Tank No. 1447 and Tank No. 1449. Our survey crew resurveyed these areas; a new topo was run to include the improvements, and the capacities of the containment areas were recalculated using the new topo data. This is the revised report on the tank containment capacities at your Fort Smith Tank Farm.

Raising the height of the north and west dike walls for Tank No. 1447 moved the low point of the tank farm containment system from the north wall for Tank No. 1447 to the northeast corner of the wall system for Tank No. 1445. The elevation at this point is 487.57 Mean Sea Level (M.S.L.).

If the containment area for Tank No. 1450 fills to an elevation greater than 487.96 M.S.L., the excess will overflow across the saddle in its north wall into the containment area for Tank No. 1451. If the containment area for Tank No. 1451 fills to an elevation greater than 487.15 M.S.L., either from Tank No. 1451 or overflow from Tank No. 1450, the excess will overflow across the saddle in its west wall into the containment area for Tank No. 1449. If the containment area for Tank No. 1449 fills to an elevation greater than 484.25 M.S.L., either from Tank No. 1449 and/or the overflows from Tank No. 1451 and/or Tank No. 1450, the excess will overflow across the saddle in its west wall into the containment area for Tank No. 1447. The combined capacity for the four (4) containment areas is 5,078,038 gallons, or 4,386,438 gallons minus the four (4) tank volumes. These four (4) containment areas could fill up in reverse order from Tank No. 1447 to Tank No. 1450.

Magellan Midstream Partners L P
Mr Mark Webster
December 14 2010
Page 2

If the containment area for Tank No 1448 fills to an elevation greater than 488.38 M S L the excess will overflow across the saddle constructed in its west wall into the containment area for Tank No 1446. If the containment areas for Tank No 1446 and Tank No 1448 fills to an elevation greater than 489.41 M S L the excess will overflow across a low point (489.41 M S L) in the north wall of Tank No 1446 into the containment area for Tank No 1447. The saddle constructed in the wall between Tank No 1448 and Tank No 1450 will only provide overflow relief if the low point in the north wall of Tank No 1446 cannot handle the overflow amount and the area fills to an elevation greater than 489.53 M S L.

If the six (6) containment areas for Tank Nos 1446 thru 1451 fill to an elevation greater than 490.10 M S L the excess will overflow across a low point (490.10 M S L) in the west wall of the containment area for Tank No 1447 into the containment area for Tank No 1445. The total combined capacity of the six (6) containment areas is 8,130,595 gallons or 7,050,955 minus the six (6) tank volumes.

Overflow from the containment areas of Tank No 537 and Tank No 538 will occur at a low point in the east wall of the containment area for Tank No 538 if the area fills to an elevation greater than 490.47 M S L. This overflow will go into the containment area of Tank No 1446.

The attached tables show the capacities of the individual containment areas for each tank at the top of the page and the capacities of combined containment areas at the bottom of the page. The volumes shown for the tanks are for the elevation of the overflow minus the elevation of the tank floor times the area of the tank.

If you have any questions please call me at (479) 474-7916 or email me at vhale@hand-inc.com

Respectfully Submitted

HOFFMAN & ASSOCIATES INC

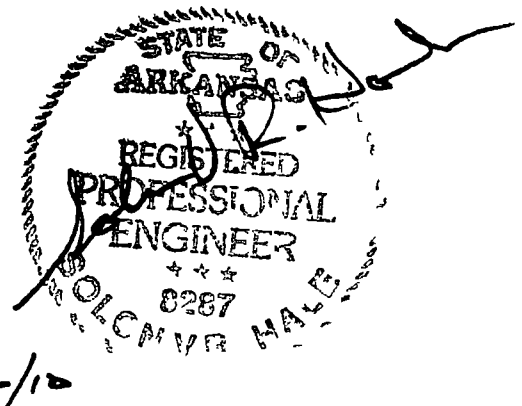


Van Hale P E

SVH/jam

Attachment

ENG44187 ARSEAL (3-4)



Hoffman & Associates, Inc

MAGELLAN MIDSTREAM PARTNERS L P
FORT SMITH TANK FARM
8101 HIGHWAY 71 SOUTH
FORT SMITH ARKANSAS

INDIVIDUAL CONTAINMENT AREA CAPACITIES

TANK NO	TANK RADIUS (FT)	TANK AREA (SF)	OVERFLOW ELEVATION (FT M S L)	AVERAGE FLOOR ELEV (FT M S L)	TANK VOLUME (GAL)	CONTAINMENT VOLUME (GAL)	VOLUME MINUS TANK (GAL)
537	21 5	1 452 20	487 36	486 70	7 170	22 890	15 720
538	21 5	1 452 20	487 36	486 30	11 520	59 640	48 120
1445	30	2 827 43	487 70	483 70	84 610	577 730	493 120
1446	35	3 848 45	488 40	484 80	103 640	873 190	769 550
1447	35	3 848 45	484 25	481 70	73 420	545 345	471 930
1448	35	3 848 45	488 40	486 00	69 100	524 860	455 760
1449	35	3 848 45	484 25	483 70	15 830	676 340	660 510
1450	34 5	3 739 28	487 96	487 30	18 460	157 220	138 760
1451	60	11 309 73	487 15	486 50	55 000	326 290	271 290

COMBINED CONTAINMENT AREA CAPACITIES

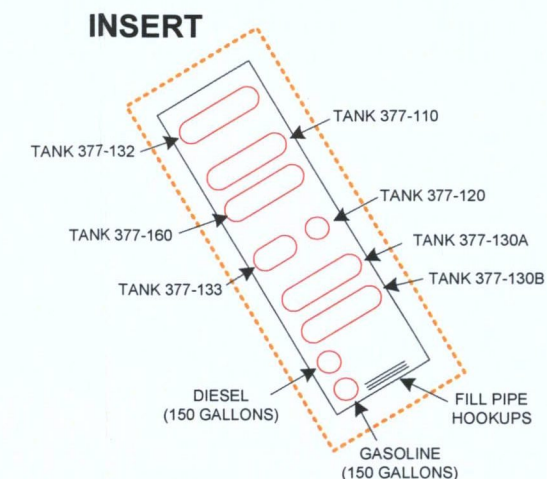
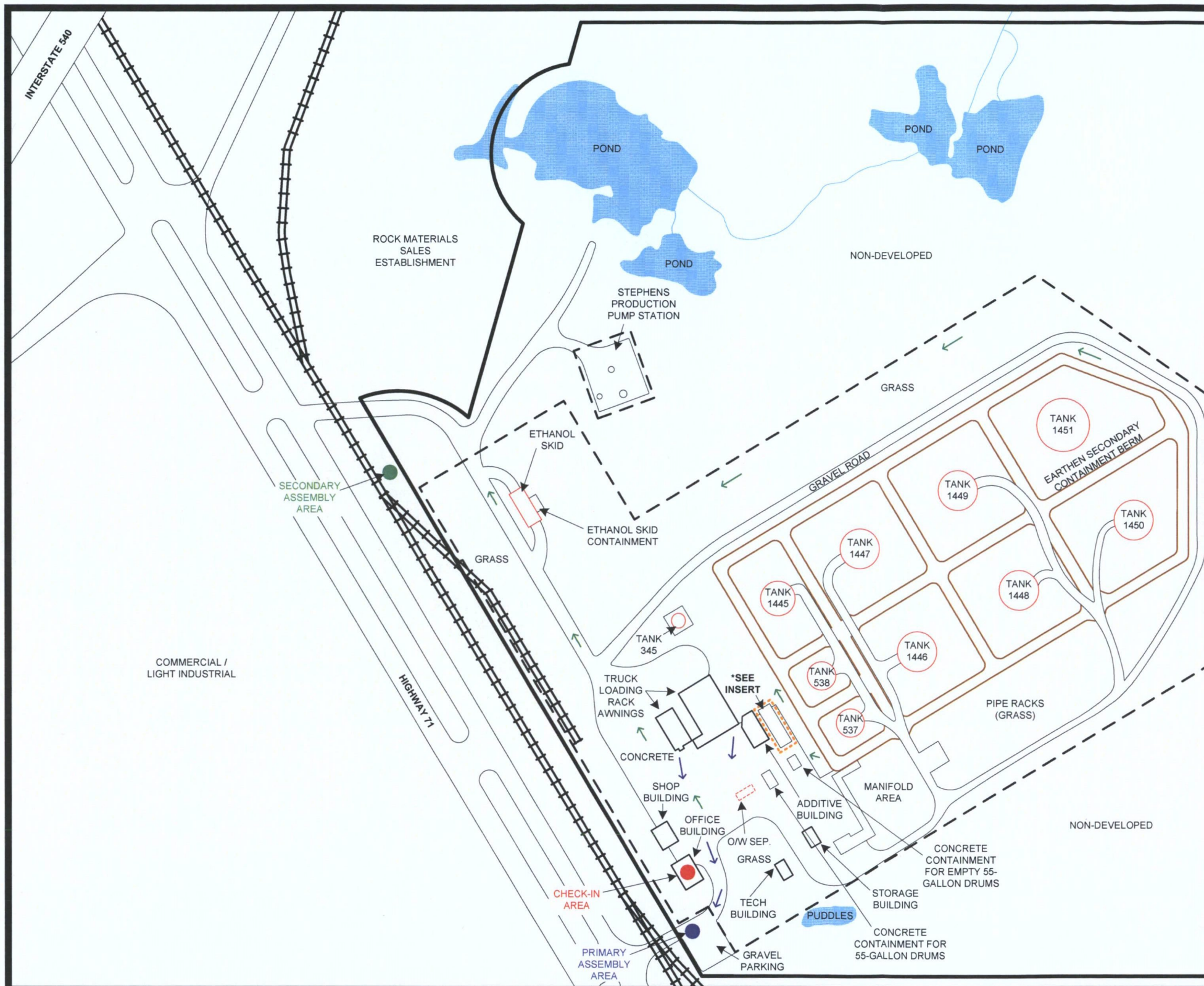
CONTAINMENT AREAS FOR TANK NUMBERS	OVERFLOW ELEVATION (FT M S L)	COMBINED TANK VOLUME (GAL)*	COMBINED CONTAINMENT VOLUME (GAL)	VOLUME MINUS TANK (GAL)
537 & 538	490 47	86 260	612 910	526 650
1446 & 1448	489 41	230 900	1 977 296	1 746 396
1447 & 1449	487 15	256 230	2 082 849	1 826 619
1447 1449 & 1451	487 96	426 400	3 106 235	2 679 835
1447 1449 1450 & 1451	489 41	691 600	5 078 038	4 386 438
1446 1447 1448 1449 1450 & 1451	490 10	1 079 640	8 130 595	7 050 955

*TANK VOLUMES ARE CALCULATED FROM THE AVERAGE FLOOR ELEVATIONS TO THE OVERFLOW ELEVATIONS

FIGURE C 7 EVACUATION DIAGRAM

(Click here for Evacuation Diagram)

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LIGHT INDUSTRIAL



FIGURE 2:
Evacuation Map

January 2011

- APPROXIMATE FACILITY BOUNDARY
- - - CHAIN-LINK FENCE
- PRIMARY EVACUATION ROUTE
- SECONDARY EVACUATION ROUTE
- PRIMARY ASSEMBLY AREA
- SECONDARY ASSEMBLY AREA
- CHECK-IN AREA

Legend:

- TANK 345: SEPARATOR WATER (42,336 GALLONS)
- TANK 537: DIESEL (10,176 BARRELS)
- TANK 538: DIESEL (10,174 BARRELS)
- TANK 1445: ETHANOL (19,787 BARRELS)
- TANK 1446: GASOLINE (30,133 BARRELS)
- TANK 1447: DIESEL (30,126 BARRELS)
- TANK 1448: GASOLINE (32,640 BARRELS)
- TANK 1449: GASOLINE (32,647 BARRELS)
- TANK 1450: GASOLINE (30,085 BARRELS)
- TANK 1451: DIESEL (120,000 BARRELS)
- TANK 377-110: SHELL ADDITIVE (6,016 GALLONS)
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- TANK 377-130B: MAGELLAN IVD ADDITIVE (6,016 GALLONS)
- TANK 377-132: MPL-CFI (2,005 GALLONS)
- TANK 377-133: RED DYE (478 GALLONS)
- TANK 377-160: LUBRICITY ADDITIVE (8,000 GALLONS)



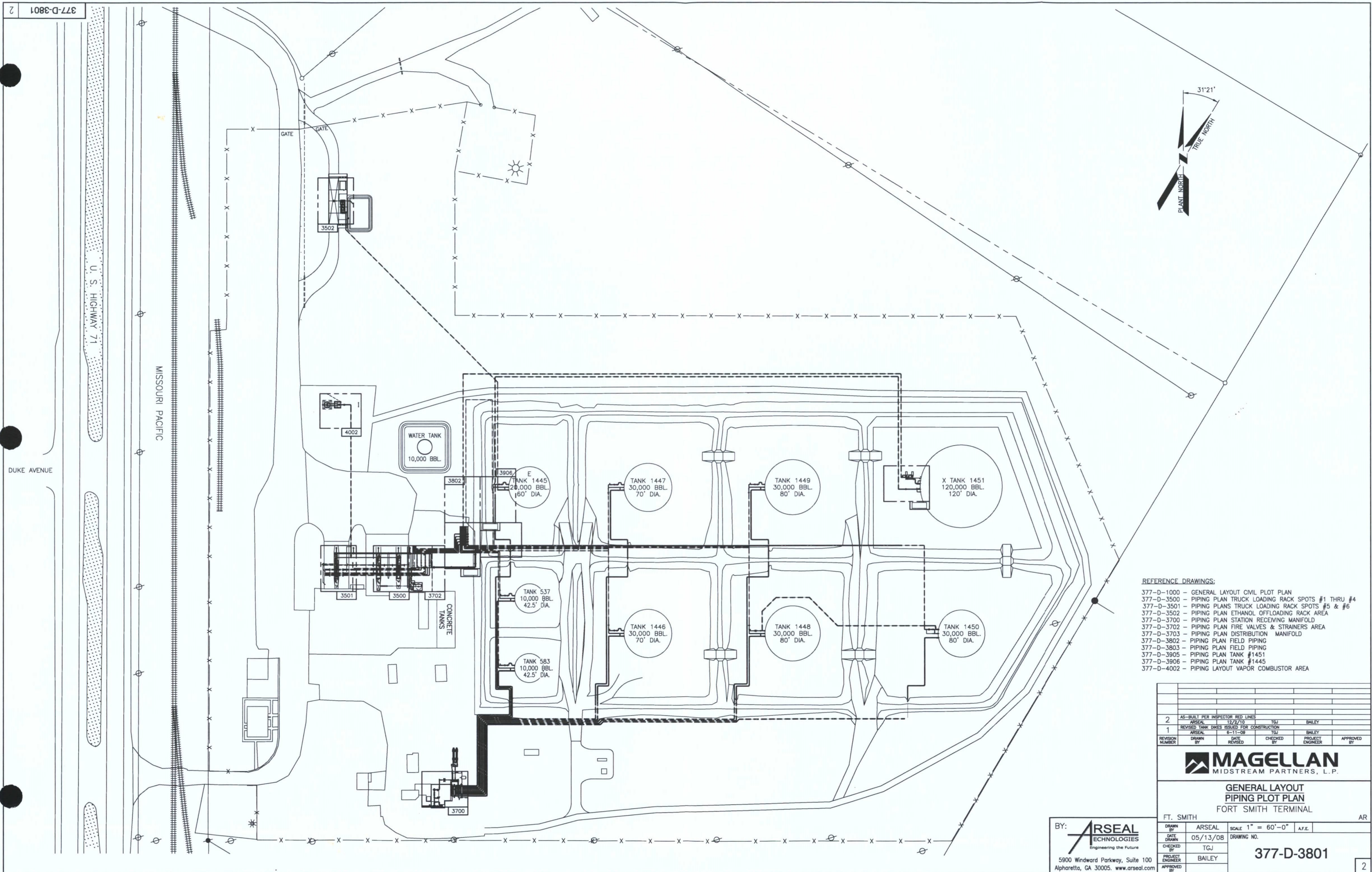
Magellan Midstream Partners, L.P.
Fort Smith Terminal
8101 Highway 71 South
Fort Smith, AR 72908

PROJECT NO: ENMISC2141


FIGURE C-8 - PIPING DIAGRAM

(Click here for Piping Diagram) 1

This ICP is based on a database design that was intended to be maintained through a worldwide web interface. As a result, global references are made within the plan text to certain components of the plan, such as drawings, which are not titled after those database references. For example, the Drawing entitled "Evacuation Plan" is referred to within the ICP (body and cross reference) as Figure C-7, but the actual drawing is entitled "Figure 1: Evacuation Plan" on the hard copy. This is an inevitable consequence of the design of the plan. This naming convention is important to consider when using the hard copy cross reference during a regulatory review; however, when using the plan as intended or reviewing the plan on a computer, the database naming convention does not affect the utility or cogency of the plan. For further explanation please contact the plan holder or TRP.



- REFERENCE DRAWINGS:
- 377-D-1000 - GENERAL LAYOUT CIVIL PLOT PLAN
 - 377-D-3500 - PIPING PLAN TRUCK LOADING RACK SPOTS #1 THRU #4
 - 377-D-3501 - PIPING PLANS TRUCK LOADING RACK SPOTS #5 & #6
 - 377-D-3502 - PIPING PLAN ETHANOL OFFLOADING RACK AREA
 - 377-D-3700 - PIPING PLAN STATION RECEIVING MANIFOLD
 - 377-D-3702 - PIPING PLAN FIRE VALVES & STRAINERS AREA
 - 377-D-3703 - PIPING PLAN DISTRIBUTION MANIFOLD
 - 377-D-3802 - PIPING PLAN FIELD PIPING
 - 377-D-3803 - PIPING PLAN FIELD PIPING
 - 377-D-3905 - PIPING PLAN TANK #1451
 - 377-D-3906 - PIPING PLAN TANK #1445
 - 377-D-4002 - PIPING LAYOUT VAPOR COMBUSTOR AREA

2	AS-BUILT PER INSPECTOR RED LINES				
	ARSEAL	12/2/10	TGJ	BAILEY	
1	REVISED TANK DIMS ISSUED FOR CONSTRUCTION				
	ARSEAL	6-11-09	TGJ	BAILEY	
REVISION NUMBER	DRAWN BY	DATE REVISED	CHECKED BY	PROJECT ENGINEER	APPROVED BY
<div> MAGELLAN MIDSTREAM PARTNERS, L.P.</div>					
<div>GENERAL LAYOUT PIPING PLOT PLAN FORT SMITH TERMINAL</div>					
FT. SMITH					AR
DRAWN BY	ARSEAL	SCALE 1" = 60'-0"	A.F.E.	<div>2</div>	
DATE	05/13/08	DRAWING NO.			
CHECKED BY	TGJ				
PROJECT ENGINEER	BAILEY	377-D-3801			
APPROVED BY					

BY: **ARSEAL**
TECHNOLOGIES
Engineering the Future
5900 Windward Parkway, Suite 100
Alpharetta, GA 30005. www.arseal.com

377-D-3801

FIGURE C-10 - INSPECTION PROCEDURES

INSPECTION PROCEDURES		DATE
A. ROUTINE VISUAL INSPECTIONS (EACH SHIFT)		
• Check tank connections for leaks and localized dead vegetation		
• Check tanks for gaps between tank and foundation and damage caused by vegetation roots		
• Check valves and packing for leaks		
• Check drains and sumps for accumulation of oil and proper operation of level controls and pumps		
• Check tank seams for leaks, including drips, puddles, discolored area or localized dead vegetation		
• Check all tank and piping surfaces for signs of external corrosion		
• Check base of tanks for evidence of settling, leaks, including drips, puddles or discolored areas		
• Check piping for bowing between supports, leaks, including drips, puddles, discolored area, or localized dead vegetation		
• Check vent system outlets to ensure that they are not obstructed		
• Check secondary containment for discoloration and cracks or holes. Special attention should be given to seams and locations where piping goes through the deck, curbing or dikes. Ensure dike valves are closed and sealed		
• Check secondary containment for permeability, debris, erosion, location/status of pipes, inlets, drainage beneath tanks, and level of precipitation in dike vs. available capacity		
• Check secondary containment for presence of water in diked area. Follow appropriate Company procedures after visual inspection of the water to determine if sheen is present on the water		
• Check all gates to ensure that only the entrances/exits currently in use by authorized personnel are open and unlocked		
• Check facility lighting to ensure all are functioning		
• Check facility fencing for damages that would allow unauthorized entry		
B. MONTHLY INSPECTIONS		
• Inspect drains for accumulation of oil		
• Inspect sumps for the accumulation of oil		
• Inspect diked/curbed areas for the accumulation of oil		
• Inspect drip pans on lift stations for the accumulation of oil		
• Inspect all tanks for proper operation including gauges, sight glasses, level controls and pressure controls		
• Inspect valves and valve glands for proper operation and ensure complete valve closure (leak proof)		
• Inspect sump for proper operation. Manually gauge sump and pump out if level is high		
• Examine the outside of the tank for signs of corrosion, damaged paint surfaces and signs of leaking		
• Inspect pipelines for signs of leaking or damage		
• Inspect flanges for signs of leaking or damage		
• Inspect joints for signs of leaking or damage		
• If applicable, inspect retention and drainage ponds for available capacity, the presence of spilled or leaked material, signs of erosion, debris, and or stressed vegetation.		

FIGURE C-10 - INSPECTION PROCEDURES, CONTINUED

INSPECTION PROCEDURES, CONTINUED		DATE
C. RECORD KEEPING		
<ul style="list-style-type: none">• All inspections, except routine, are to be documented on the forms provided in the Appendix and retained at the Facility. Records shall be maintained for a period of five (5) years. The following is a list of documentation forms available in the Appendix:		
<ul style="list-style-type: none">• Facility Monthly Inspection Record (FIGURE C-11)		

Note: More stringent inspections, as required by Company procedures and documented on other forms, may be used to supplement or replace SPCC inspection records. These documents must be retained for five (5) years.

FIGURE C-11 - FACILITY MONTHLY INSPECTION RECORD

(Other versions of this form may be used)

[illegible]

FIGURE C-12 - SECONDARY CONTAINMENT DRAINAGE LOG

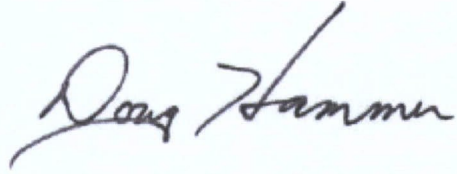
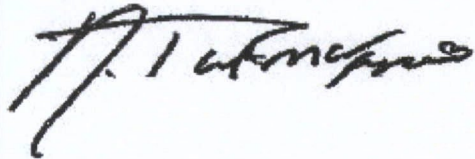
[illegible]

FIGURE C-13 - REPORTABLE SPILL HISTORY*

Date of Discharge(s):	8/25/2009
List of Discharge Causes:	FIGURE C-13 Region 6 Inspector Requested a Figure C-13 as a place holder for Discharges. NO KNOWN REPORTABLE DISCHARGES HAVE OCCURED AT TERMINAL TO DATE
Material(s) Discharged:	ANY
Amount of Discharges in Gallons:	0 (gals)
Amount That Reached Navigable Waters (if applicable):	0 ()
Effectiveness and Capacity of Secondary Containment:	NA
Cleanup Actions Taken:	NA
Steps Taken to Reduce Possibility of Reoccurrence:	NA
Total Oil Storage Capacity of Tank(s) or Impoundment(s) From Which Material Discharged:	N/A
Enforcement Actions:	NA
Effectiveness of Monitoring Equipment:	NA
Spill Detection:	FIGURE C13 Place holder Only

*Reportable spill, as defined in 40 CFR Part 110, is a discharge of oil that violates applicable water quality standards or a discharge into or upon the navigable waters of the United States or adjoining shorelines in harmful quantities.

FIGURE C-14 - MANAGEMENT APPROVAL AND REVIEW

I hereby approve the contents of the Facility's Spill Prevention, Control, and Countermeasure Plan (SPCC Plan) and have the authority to commit the necessary resources to implement the SPCC Plan, as set forth in this document, in accordance with the federal requirements of 40 CFR Part 112.			
Name:	Doug Hammer	Signature:	
Title:	Supervisor of Operations & Maintenance	Date:	7/2/2007
Name:	Pat McKenzi	Signature:	
Title:	Manager of Terminal Operations	Date:	02/24/2011

APPENDIX D

HAZARD EVALUATION AND RISK ANALYSIS

Last revised: March 2, 2011

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D.1 Facility Hazard Evaluation

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D.8 Product Characteristics and Hazards

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D.1 FACILITY HAZARD EVALUATION

A list of potential spill sources at each facility is identified in the appropriate SPCC Plan (**APPENDIX C**). This figure describes type and volumes of secondary containment areas along with tank manufacturer dates. All liquid storage tanks are visually inspected on a weekly basis. A description of facility operations is included in **FIGURE 1-3**.

D.2 VULNERABILITY ANALYSIS

A vulnerability analysis was performed to address the potential effects of an oil spill within the planning distance of facilities listed in this Plan. The following features may be impacted by a spill:

Water Intakes	Schools	Medical Facilities	Residential Areas	Businesses	Wetlands or other Sensitive Environments	Fish and Wildlife	Lakes and Streams	Endangered Flora and Fauna	Recreational Areas	Transportation Routes (air, land, water)	Utilities	Other Applicable Areas
			X	X		X				X	X	

D.2.1 Analysis of the Potential for a Spill

The probability of a spill occurring at one of these facilities is minimal for the following reasons:

- Tanks are constructed in accordance with applicable engineering standards
- Tank age is reviewed as a potential factor (refer to **APPENDIX C**)
- Tank age is reviewed with respect to the inspection interval and frequency identified within API Standard 653, "Tank Inspection, Repair, Alteration, and Reconstruction." All field-erected storage tanks within the Company system are inspected in accordance with API Standard 653.
- The absolute tank age is less of a factor in conducting a spill analysis than the time since the last internal ("out-of-service") inspection conducted in accordance with API Standard 653. After each internal inspection, the API-certified tank inspector approves the tank as being suitable for continued service until the date of the next required internal inspection. Typically, the interval between internal inspections is between 10 and 20 years, in accordance with API Standard 653.
- All necessary repairs identified by the certified API 653 inspector during the internal inspection are completed in accordance with the repair requirements of API Standard 653. A follow-up inspection is conducted by the inspector before the tank is certified for continued service.
- The internal inspection reports prepared by the certified API 653 inspector are retained for the life of the tank.
- Truck loading facilities are equipped with concrete pads with a spill collection drain system which returns spills to the recovery system
- All trucks are monitored during tank unloading procedures
- Product transfers are monitored and only conducted when facilities are manned
- Facilities are inspected frequently for evidence of corrosion and leaks according to applicable API standards

- Personnel are trained in procedures to prevent pollution
- The horizontal range of a spill is dependent upon the topography and distance to the nearest water body described in more detail in **FIGURE D.4-1**
- Natural disasters are not likely at these facilities; however, these facilities may experience flooding, tornadoes or a lightening strike
- Company personnel prepare for natural disasters by monitoring weather reports and warnings and taking appropriate safety precautions
- The potential for a natural disaster is acknowledged, as appropriate, during drills and exercises

D.3 INSPECTION AND SPILL DETECTION

Inspection

- In accordance with 40 CFR 112.7 (e)(8), each facility includes written procedures and records of inspection. The inspection shall include tanks, secondary containment, and response equipment at the facility.
- Facility self-inspection requires two steps:
 - Checklist of items to inspect
 - Method of recording the actual inspection and its findings; records must be maintained for five years.
- Facility specific procedures for transfer and secondary containment inspections are provided in the SPCC Plan (**APPENDIX C**). Response equipment inspection information is provided in **SECTION 7.1.2. FIGURE D.3-1** may be used to record equipment inspection information.

Detection

Detection of a discharge from the Company system may occur in a number of ways including:

- Automated detection by the Supervisory Control and Data Acquisition (SCADA) system
- Visual detection by Company personnel
- Visual detection by the public

AVAILABILITY - ALL TANKS AND ALL LINES

Automated detection

The pipelines are equipped with pressure and flow monitors, which may exercise local control or transmit data to Operations Control. The tanks are equipped with liquid level sensors and alarms, which may exercise local control or transmit data to Operations Control. These systems are set to alarm or shut down on preset deviations of pressure flow or tank liquid level. In case of an alarm, local and Operations Control personnel will take the appropriate actions in accordance with operating procedures. During certain tank-to-tank transfers, or in cases where the automatic system is not operational, the receiving tank will be manually monitored and supervised continuously during the transfer by local personnel. A summary of the operating procedures is provided below.

Trained personnel in Operations Control will monitor the SCADA system for the following parameters:

- Flow rates
- Pressure
- Valve positions
- Tank level gauge readings
- Tank level alarms

Operating procedures for the automated system

- **SCADA System 10-Second Data Access**

For pipeline operations, Operations Control monitors and controls pipeline operations with the SCADA system in the Operations Control Center. The ultimate decision on leak detection lies with the Operations Control Center.

For terminal and station operations, Operations Control monitors terminal and station operations (tank level data) with the SCADA system in the Operations Control Center. At manned locations, the Operations Control will communicate tank level discrepancies with location personnel to implement required actions in accordance with operating procedures. At unmanned locations, or in the event communication with local personnel is not possible, the ultimate decision on leak detection lies with the Operations Control Center.

AVAILABILITY - ALL LINES AND ALL TANKS

- **Communication Flexibility/Redundancy**

The Company's SCADA system acquires data via a satellite network. Satellite communications allow large volumes of data to be transmitted both to and from all field locations very rapidly. Network configuration and transmission protocols provide the flexibility to establish guaranteed delivery transmissions as required. Communication system redundancy provides accurate and reliable data to pipeline operators. A dial-up data acquisition system known as Alternate Comm allows the operator to access data from any location should the satellite network become incapacitated.

AVAILABILITY - ALL LINES AND ALL TANKS

- **Parameter Alarms**

A parameter alarm is a data value limit (high or low) which can be set by the Operations Control Center operator to alert upset conditions regardless of whether the Operator is actively monitoring the data point in question.

For pipeline operations, Operators are required to establish parameter alarm settings on mainline pressures and flow rates for all operating line segments. In combination with ten-second data acquisition rates, parameter alarms provide near instantaneous notification of potential upset conditions on all operating mainlines.

For terminal and station operations, Operators are required to establish parameter alarm settings on tank level gauges and alarms for all operating tanks. In combination with ten-second data acquisition rates, parameter alarms provide near instantaneous notification of potential upset conditions on all operating tanks.

AVAILABILITY - ALL LINES AND ALL TANKS

- **Trending**

The SCADA system includes a trending facility which graphically displays pressures, temperature, and flow rate data for each mainline pump and oil receiving location on the system. This system can provide valuable insight into operations history and can help the operator proactively address potential upset conditions.

AVAILABILITY - ALL LINES AND ALL TANKS

- **Tank Gauging with Parameter Alarms**

Tank gauge data is available to the Operations Control Center for use by pipeline operators. Over 600 tanks in the Company system are gauged automatically by the SCADA computer and the data is made available to the operator on demand. Parameter alarms (see above) are also available for tank levels, alerting the operator to potential discharge without requiring the operator to be actively monitoring a specific tank.

AVAILABILITY - ALL TANKS

- **Training**

All operators are required to take computer-based training modules including hydraulic principles, fire prevention, DOT Part 190, Subchapter D, by Company personnel and others.

Visual detection by Company personnel

Aerial patrol flights will be made on a regular basis. The intent of the patrol is to observe the area directly over the pipeline right-of-way for leaks, exposed pipes, washes, missing markers and other unusual conditions. Construction on either side of the pipeline right-of-way is also monitored.

Discharges to the land or surface waters may also be detected by Company personnel during regular operations and inspections. Should a leak be detected, the appropriate actions are taken including but not limited to:

- Notifications as per **SECTION 3**
- A preliminary assessment of the incident area
- If appropriate, initiate initial response actions per **SECTION 2**

FIGURE 2-1 provides a checklist for initial response actions.

Visual detection by the public

Right-of-way marker signs are installed and maintained at road crossing and other noticeable points and provide an Operations Control 24-hour number for reporting emergency situations. The Company also participates in the "call before you dig" or "One Call" utility notification services which can be contacted to report a leak and determine the owner/operator of the pipeline. If the notification is made to a local office or pump station, the Company representative receiving the call will generally implement the following actions:

- Notify the Operations Control and region/designated office
- Dispatch Company field personnel to the site to confirm discharge and conduct preliminary assessment
- Notify their immediate area supervisor and provide assessment results

D.4 PLANNING DISTANCE CALCULATIONS

To evaluate the potential risk to sensitive resources in the area, should a spill occur, a planning distance was calculated based on the following characteristics of each terminal site and vicinity according to 40 CFR 112, Attachment C-III. Factors utilized are provided in **FIGURE D.4-1**.

FIGURE D.4-2 provides the planning distance calculation worksheets for each facility.

FIGURE D.4-1 - HORIZONTAL RANGE OF SPILL

FACTOR	Description
	Ft. Smith Terminal
Distance to the nearest body of moving water	0.5 miles to Mill Creek
Distance to the nearest storm sewer	N/A
Distance to the nearest drainage ditch or swale	Adjacent
Geology	N/A
Topography of the terminal and surrounding area	N/A
Prevailing weather conditions	

FIGURE D.4-2 - PLANNING DISTANCE CALCULATIONS

The total planning distance equals d.

	Ft. Smith Terminal - Arkansas River
First receptor	Lee Creek Public Use Area
First receptor location (miles)	14.29 miles
∞ (feet)	1 foot
β (miles)	6.99
s (feet/mile)	2.71×10^{-3}
Avg. mid-channel depth (feet)	13 feet
r (feet)	8.671
n	0.036
v (feet/second)	0.915
t (hours)	20
c (seconds per mile/hours per foot)	0.68
d (total planning distance)	12.45

	Ft. Smith Terminal - Mill Creek
First receptor	N/A
First receptor location (miles)	20 miles
∞ (feet)	100 feet
β (miles)	7.3
s (feet/mile)	2.59×10^{-3}
Avg. mid-channel depth (feet)	1.5 feet
r (feet)	1.005
n	0.05
v (feet/second)	1.53
t (hours)	7
c (seconds per mile/hours per foot)	0.68
d (total planning distance)	7.30

FIGURE D.4-2 - PLANNING DISTANCE CALCULATION, CONTINUED**Intermediate Calculations**

ΔC = elevation (in feet) = [stream elevation @ facility] - [stream elevation @ receptor (or 20 mile point)]

β = horizontal distance from facility to receptor (or 20 mile point) in miles

s = average stream slope = $\Delta C / \beta / 5280$

r = hydraulic radius (in feet) = average mid channel depth x 0.667

n = Manning's roughness coefficient from Table B

To calculate stream velocity (in ft./sec.), use: $v = 1.48/n \times r^{2/3} \times s^{1/2}$

Calculation of PLANNING DISTANCE

d = calculated planning distance (miles)

v = Chezy-Manning based stream velocity (ft./Sec.)

t = spill response time interval (from Table A)

c = 0.68 (sec-mile/hr-ft conversion factor)

$d = v \times t \times c$ = planning distance equation

Table A	
Substantial Harm Planning Time Port Areas as Identified in 40 CFR § 112	
Boston, MA	15
New York, NY	15
Delaware Bay and River to Philadelphia	15
St. Croix, VI	15
Pascagoula, MS	15
Mississippi River from Southwest Pass, LA to Baton Rouge, LA	15
Louisiana Offshore Oil Port (LOOP)	15
Lake Charles, LA	15
Sabine-Natchez River, TX	16
Galveston Bay and Houston Ship Channel	16
Corpus Christi, TX	16
Los Angeles/Long Beach Harbor, CA	16
San Francisco Bay, San Pablo Bay, Carquinez Strait, and Suisun Bay to Antioch, CA	16
Straits of Juan de Fuca from Port Angeles, WA to and including Puget Sound	16
Prince William Sound, AK	16
Others are specified by RA for EPA Region	16
Allow other lakes, rivers canals inland and near shore areas	27

Table B	
Manning's Roughness Coefficient for Various Natural Stream Types (n)	
Minor Streams (Top width < 100)	
Clean:	
Straight	.03
Winding	.04
Sluggish (woody, deep pools):	
No trees/brush	.06
Trees and/or brush	.10
Major Streams (Top width > 100)	
Regular section:	
No boulders/brush	.036
Irregular section:	
Brush	.06

D.5 DISCHARGE SCENARIOS

The equipment and personnel to respond to a spill are available from several sources and are provided with the equipment and contractors in **SECTION 7** and **APPENDIX B**. The following sections are discussions of these scenarios. This facility is a EPA and DOT complex facility.

D.5.1 Small and Medium Discharge Scenarios

- The purpose of this section is to identify the sources and sizes of small and medium discharges as defined by OPA 90 regulations
- Potential spill scenarios may include tank overflow, valve failure, tank failure, pipe failure, hose failure, or pump seal failure; these spills would likely be in contained areas and would be unlikely to travel offsite
- The Company would respond to these types of incidents in the same manner as a worst case discharge, but at a level appropriate to the incident size; differences in response are described in the worst case scenario discussion described in this Appendix. The Companies' response in such an event would in no way obviate the liability of any other responsible parties.
- Oil Storage capacity for a small/medium discharge would be available either on-site or via contracted resources listed in **FIGURE 7.1-1**.
- Resources are identified in **SECTION 3, 7, APPENDIX B, and EMERGENCY RESPONSE PLAN (ERP) SECTION 4**
- All resources shall be capable of arriving at the Facility within the applicable response tier requirements (Tier 1 = 12 hours; Tier 2 = 36 hours; Tier 3 = 60 hours)

The following table lists various facility operations and corresponding components which might be the source of a small, medium, and worst case discharge:

FACILITY OPERATIONS AND COMPONENTS	SMALL DISCHARGE (up to 2,100 gallons)	MEDIUM DISCHARGE (2,100 to 36,000 gallons)	WORST CASE DISCHARGE (volume largest tank)
Oil transfer operations	Hose failure	Hose failure	Not applicable
Facility maintenance operations	Leak from periodic maintenance, line not completely drained when opened	Seal failure Overfill	Not applicable
Facility piping	Flange, gasket, threaded connection	Seal failure Overfill	Not applicable
Pumps and sumps	Seal failure Overfill	Seal failure Overfill	Not applicable
Oil storage tanks	Overfill	Overfill	Catastrophic failure of largest tank
Age and condition of facility and components	Flange, gasket, threaded connector	Pipeline failure Seal failure	Catastrophic failure of largest tank

The following table describes Facility Specific small and medium discharge scenarios.

A thorough engineering assessment of the Facility determined that the secondary containment structures and catchment basins on the Facility would contain the majority of small and medium discharges so an offsite spill would be unlikely. Factors that increase the likelihood of a spill or affect the effectiveness of response activities include adverse weather conditions such as thunderstorms, tornados, icing, and flooding.					
Small Discharge Scenario					
For planning purposes, a spill from a tank truck leaving the truck rack is considered to be the most likely source of small discharge that migrates offsite. In this scenario, the spill would travel west to the drainage ditch alongside Highway 71 approximately 50 feet west of the property. Facility personnel will respond with available response equipment. Additional personnel and equipment will be requested from OSROs as necessary. It is not likely that a small spill scenario would make it to down gradient perennial water body's due to the distance. Fish, wildlife, and sensitive environments down gradient will also not be impacted to the location and magnitude of the release.					
SPILL INFORMATION				RESOURCES NEEDED	
Volume	Oil Type	Spill Path	Collection	Personnel	Equipment
Up to 2,100 gallons Tank truck seal failure.	Gasoline	West along the entrance/exit drive to the Highway 71 drainage ditch.	Highway 71 drainage ditch.	1 - Response Leader 2 - Local Responder	Sorbent boom Sorbent pads Miscellaneous Equipment and hand tools
The likelihood of chain reaction failures is small.					
Medium Discharge Scenario					
A medium discharge from the Loading Rack/Tank Manifold would travel offsite to the north toward a pond in the drainage area north of the Terminal. Company and OSRO personnel will provide initial response at the pond. Additional personnel and equipment will be requested from OSROs as necessary.					
SPILL INFORMATION				RESOURCES NEEDED	
Volume	Oil Type	Spill Path	Collection	Personnel	Equipment
2,100 to 36,000 gallons Loading Rack/Tank Manifold seal failure	Gasoline	North and east across the property to the wetlands area north of the Terminal.	Pond north of the Terminal in the wetlands area.	1 - Response Leader 2 - Local Responders	Sorbent boom Sorbent pads Miscellaneous Equipment and hand tools
The likelihood of chain reaction failures is small but may include fire due to spilled product.					

Note: Equipment and manpower resources are detailed in **SECTIONS 3, 7** and **APPENDIX B**.

The following table describes Facility Specific worst discharge scenario.

Worst Discharge Scenario					
<p>The Worst Case Discharge Scenario could be considered as the entire facility being compromised losing the capacity to hold most of the product stored on site. This event would need to take place during an extreme rain event causing the greatest possible movement of the spilled product(s). The product would leave facility to the west and enter Mills Creek 0.5 mi from the property. There are ten road crossings that traverse the creek in the next 5.2 mi before the Mills Creek merges with the Poteau River with a back stop position off of Navy Rd just before the waterways merge. The product would only be in the Poteau River for 1.1 mi before merging with the Arkansas River and ~22 miles from the facility to Highway 59 Bridge. It is assumed that an event of this magnitude would require the company to call a "Code Red" or an "All Hands on Deck. internal notification committing numerous resources and personnel as well as multiple OSRO and emergency response contractors to effect a successful response. Everything from small boom placement points to full on water containment system across the Arkansas River would be planned for and tooled up to respond to.</p>					
SPILL INFORMATION				RESOURCES NEEDED	
Volume	Oil Type	Spill Path	Collection	Personnel	Equipment
WCD Multiple tank failures and possible	Refined and Distillate	West across property to ditch, then on to Mills Creek, Poteau River, and the Arkansas River	Collections points are many along Mills Creek on 10 different Rd crossings	1-Spill Management Team 2-Company resources from local areas and Tulsa 3-OSRO(s) and multiple contractors and consultants	All Equipment Available plus anything the OSRO's, contractors and consultants can bring

Note: Equipment and manpower resources are detailed in **SECTIONS 3, 7** and **APPENDIX B**.

D.5.2 Worst Case Discharge (WCD) Scenario Discussion

APPENDIX D.7 provides worst case discharge calculations. Discussion of this scenario is as follows:

Upon discovery of a spill, the following procedures would be followed:

1. The First Responder would notify the Area Supervisor/Manager of Operations and Operations Control Center and notifications would be initiated in accordance with **FIGURE 2-1**.
2. The Area Supervisor/Manager of Operations would assume the role of Incident Commander/Qualified Individual until relieved and would initiate response actions and notifications in accordance with **SECTION 2**. If this were a small spill, the local/company personnel may handle all aspects of the response. Among those actions would be to:
 - Conduct safety assessment in accordance with **FIGURE 2-1** and evacuate personnel as needed in accordance with **SECTION 2**
 - Direct facility responders to shut down ignition sources
 - Direct facility personnel to position resources in accordance with **SECTION 2.4**
 - Complete spill report form in accordance with **SECTION 3** and notify 3E Company or Environmental Specialist
 - Ensure regulatory agencies are notified
3. If this were a small or medium spill, the Qualified Individual/Incident Commander may elect for the First Responder to remain the Incident Commander or to activate selected portions of the Spill Management Team. However, for a large spill, the Qualified Individual would assume the role of Incident Commander and would activate the entire Spill Management Team in accordance with activation procedures described in **SECTION 4.2**.
4. The Incident Commander would then initiate spill assessment procedures including surveillance operations, trajectory calculations, and spill volume estimating in accordance with **SECTION 2.3**.
5. The Incident Commander would then utilize checklists in **SECTION 4.6** as a reminder of issues to address. The primary focus would be to establish incident priorities and objectives and to brief staff accordingly.
6. The Spill Management Team would develop the following plans, as appropriate (some of these plans may not be required during a small or medium spill):

• Site Safety and Health	• Site Security
• Incident Action	• Decontamination
• Disposal	• Demobilization

Plan templates are included in **SECTION 5**.

7. The response would continue until an appropriate level of cleanup is obtained.

D.5.3 Description of Factors Effecting Response Efforts

There are many factors which may effect the ability to respond to an incident. These factors are described in the following table:

FACTORS	CONSIDERATIONS EFFECTING RESPONSE EFFORTS
Size of spill	<ul style="list-style-type: none"> Location of spill in relation to identified sensitivities and/or sensitive areas Spread and spill movement
Proximity to down gradient water intakes	<ul style="list-style-type: none"> SECTION 6 and EMERGENCY RESPONSE PLAN for maps showing proximity to down gradient water intakes
Proximity to fish and wildlife and sensitive environments	<ul style="list-style-type: none"> A release could impact fish, wildlife and sensitive environments as described in SECTION 6 and EMERGENCY RESPONSE PLAN
Likelihood that discharge will travel offsite	<ul style="list-style-type: none"> A small spill is unlikely to travel offsite A medium spill has the potential to travel offsite via adjacent waterways A worst case discharge has the greatest potential to travel offsite if secondary containment is breached
Location of material spilled	<ul style="list-style-type: none"> See facility information and drainage located in SECTION 1 and APPENDIX C. Facility tankage, piping, and transfer areas are displayed on drawings provided in APPENDIX C and EMERGENCY RESPONSE PLAN
Material discharged	<ul style="list-style-type: none"> Typically Diesel, Gasoline, Jet fuel, Natural gasoline, Naptha, Ethanol , Product is considered non-persistent but not highly volatile
Weather or aquatic conditions	<ul style="list-style-type: none"> The areas have the potential to be affected by tornadoes, flooding, and lightning strikes
Available remediation equipment	<ul style="list-style-type: none"> The Company has response equipment available Resources are available through oil spill response contractors in quantities sufficient to meet applicable planning standards
Probability of a chain reaction or failures	<ul style="list-style-type: none"> Potential for a chain reaction or failure is remotely possible but not anticipated; secondary containment, response contractors and trained personnel minimize the potential of such events
Direction of spill pathway	<ul style="list-style-type: none"> Refer to sensitivity maps in the SECTION 6 and EMERGENCY RESPONSE PLAN Wind direction and speed combined with currents, will determine spill trajectory

D.6 PLANNING VOLUME CALCULATIONS

Once the worst case discharge volume has been calculated, response resources must be identified to meet the requirements of 40 CFR 112.20(h). Calculations to determine sufficient amount of response equipment necessary to respond to a worst case discharge is described below. A demonstration of the planning volume calculations is provided below.

D.7 SPILL VOLUME CALCULATIONS**EPA portion of the facility (non-transportation related)**

The WCD for the EPA portion of the facilities, as defined in 40 CFR 112, Appendix D, Part A, is calculated as:

- For multiple tank facilities with adequate secondary containment, the WCD is calculated as the capacity of the largest single aboveground oil storage tank within an adequate secondary containment area or the combined capacity of a group of aboveground oil storage tanks permanently manifolded together, whichever is greater

TYPE	DESCRIPTION	PRODUCT	WCD VOLUME (BBLs)
Multiple tank with secondary containment	Catastrophic failure of largest tank, #1451	Gasoline	120,000

Given below is planning volume data.

EPA PLANNING VOLUME DATA

STEP	PARAMETER	Ft. Smith Terminal
(A)	WCD (bbls)	120,000
(B)	Oil group	1
(C)	*Geographic area	N
(D1)	Percent lost to natural dissipation	80
(D2)	Percent recovered floating oil	20
(D3)	Percent oil onshore	10
(E1)	On water recovery (bbls)	6,038
(E2)	Shoreline recovery (bbls)	3,019
(F)	Emulsification Factor	1.0
(G)	On water recovery resource mobilization factor	
(G1)	Tier I	0.15
(G2)	Tier II	0.25
(G3)	Tier III	0.4
Part II	On water recovery capacity (bbls/day)	
	Tier I	906
	Tier II	1,509
	Tier III	2,415
Part III	Shoreline cleanup volume (bbls/day)	3,019
Part IV	On water response capacity by operating area (bbls/day)	
(J1)	Tier I	12,500
(J2)	Tier II	25,000
(J3)	Tier III	50,000
Part V	On water amount needed to be identified, but not contracted for in advance	
	Tier I	N/A
	Tier II	N/A
	Tier III	N/A

* R = Rivers and canals

N = Nearshore/Inland

D.8 PRODUCT CHARACTERISTICS AND HAZARDS

Pipeline systems described in this plan may transport various types of commodities including but not limited to:

- Diesel
- Ethanol
- Gasoline
- Jet fuel
- Naptha
- Natural gasoline

The key chemical and physical characteristics of each of these oils and/or other small quantity products/chemicals are identified in MSDS. MSDS can be obtained by the facility via fax from the MSDS Hotline (**FIGURE 3.1-3**). Telephone information concerning the potential hazards can also be obtained from the hotline.

FIGURE D.8-1 describes primary oils handled.

FIGURE D.8-1 - SUMMARY OF COMMODITY CHARACTERISTICS

COMMON NAME	MSDS NAME	HEALTH HAZARD	FLASH POINT	SPECIAL HAZARD	REACTIVITY	HEALTH HAZARD WARNING STATEMENT
Diesel	Appropriate product name	1	2	C	0	Long term, repeated exposure may cause skin cancer.
Ethanol	ethyl alcohol	1	4	C	0	Causes severe eye irritation. Prolonged exposure may cause liver, kidney, and heart damage.
Gasoline	Appropriate product name	1	3	C	0	Long term, repeated exposure may cause cancer, blood, kidney and nervous system damage, and contains benzene.
Jet fuel	Appropriate product name	2	2	C	0	Long term, repeated exposure may cause cancer.
Naptha	Appropriate product name	1	3		0	May cause nerve or kidney damage.
Natural gasoline	Appropriate product name	1	3	C	0	Long term, repeated exposure may cause cancer, blood, kidney and nervous system damage, and contains benzene.
Health Hazard	4 = Extremely Hazardous 3 = Hazardous 2 = Warning 1 = Slightly Hazardous 0 = No Unusual Hazard			Fire Hazard (Flash Point)	4 = Below 73° F, 22° C 3 = Below 100° F, 37° C 2 = Below 200° F, 93° C 1 = Above 200° F, 93° C 0 = Will not burn	
Special Hazard	A = Asphyxiant C = Contains Carcinogen W = Reacts with Water Y = Radiation Hazard COR = Corrosive OX = Oxidizer H ₂ S = Hydrogen Sulfide P = Contents under Pressure T = Hot Material			Reactivity Hazard	4 = May Detonate at Room Temperature 3 = May Detonate with Heat or Shock 2 = Violent Chemical Change with High Temperature and Pressure 1 = Not Stable if Heated 0 = Stable	

APPENDIX E CROSS-REFERENCES

Last revised: May 13, 2005

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Figure E-1 - EPA / FRP Cross-Reference

Figure E-2 - EPA / SPCC Cross-Reference

Figure E-3 - EPA / RCRA Cross-Reference

Figure E-4 - OSHA Cross-Reference

Figure E-5 - EPA Response Plan Cover Sheet

Figure E-6 - State Cross-Reference

FIGURE E-1 - EPA / FRP CROSS-REFERENCE

EPA FRP REQUIREMENTS		LOCATION
Facility Information		
General Information (1.0)		
• Facility Name		Figure 1-3
• FRP #		Figure 1-3
• Facility Address		Figure 1-3
• Facility Telephone		Figure 1-3
• Facility Owner		Figure 1-3
• Owner Address		Figure 1-3
• Owner Telephone		Figure 1-3
• Name of Protected Waterway/ Environmentally Sensitive Area		Figure D.4-2
• Distance from Facility		Figure D.4-2
Standard Facility Response Plan (sec. 1.0)		
Emergency Response Action Plan (ERAP) (sec. 1.1)		
Qualified Individual (QI) information (sec. 1.2) partial		ERAP - Figure 3-2
Emergency notification phone list (sec. 1.3.1) partial		ERAP - Figure 3-2
Spill response notification form (sec. 1.3.1) partial		ERAP - Figure 3-1
Response equipment list and location (sec. 1.3.2) complete		ERAP - Figure 4-2, Figure 4-3
Response equipment testing and deployment (sec. 1.3.4) complete		ERAP - Figure 4-4
Facility response team list (sec. 1.3.4) partial		ERAP - Figure 3-2
Facility evacuation plan (sec. 1.3.5) condensed		ERAP - Section 2.3, Figure 5-2
Immediate actions (sec. 1.7.1) complete		ERAP - Section 2
Facility diagrams (sec. 1.9) complete		ERAP - Figure 5-1, Figure 5-2
Facility Information (sec. 1.2)		
Facility name and location (sec. 1.2.1)		Figure 1-3
Latitude and longitude (sec. 1.2.2)		Figure 1-3, Appendix C, Appendix E
Wellhead protection area (sec. 1.2.3)		Figure 1-3
Owner/ operator (both names included, if different (sec. 1.2.4)		Figure 1-3
Qualified Individual (sec. 1.2.5) (name, position, home and work address, phone numbers) and specific response training experience		Figure 1-3
Date of oil storage start-up (sec. 1.2.6)		Figure 1-3
Current operation (sec. 1.2.7)		Figure 1-3
Date and type of substantial expansion (sec. 1.2.8)		Figure 1-3

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS		LOCATION
Emergency Response Information (sec. 1.3)		
Notification (sec. 1.3.1)		
National Response Center phone number		Figure 3.1-3 (Initial)
Qualified Individual (day and evening) phone numbers		Figure 1-3, Figure 3.1-3
Company Response Team (day and evening) phone numbers		Figure 3.1-3
Federal On-Scene Coordinator (FOSC) and/ or Regional Response Center (day and evening) phone numbers		Figure 3.1-3 (Federal)
Local response team phone numbers (fire department/ cooperatives)		Figure 3.1-3
Fire marshal (day and evening) phone numbers		Figure 3.1-3 (Fire Departments)
State Emergency Response Commission (SERC) phone number		Figure 3.1-3 (State Agencies)
State police phone number		Figure 3.1-3 (Police Departments)
Local Emergency Planning Committee (LEPC) phone number		Figure 3.1-3 (Local Agencies)
Local water supply system (day and evening) phone numbers		Figure 3.1-3 (Water Intakes)
Weather report phone number		Figure 3.1-3 (Weather)
Local TV/ radio phone number(s) for evacuation notification		Figure 3.1-3 (Radio/Television Stations)
Hospital phone number		Figure 3.1-3 (Emergency Medical Services)
Spill Response Notification Form		
• Reporter's name		Figure 3.1-2
• Company information		Figure 3.1-2
• Incident description		Figure 3.1-2
• Materials		Figure 3.1-2
• Response actions		Figure 3.1-2
• Impact		Figure 3.1-2
Response Equipment List (Identify if Facility, OSRO, CO-OP owned by letters O, F, or C) (sec. 1.3.2)		
Equipment list		Figure 7.1-1
Equipment location		Figure 7.1-1
Release handling capabilities and limitations		Figure 7.1-1
Response Equipment Testing/ Deployment (sec. 1.3.3)		
Last inspection or equipment test date		Figure A.1-4
Inspection frequency		Figure A.1-4
Last deployment drill date		Figure A.1-4
Deployment frequency		Figure A.1-4
OSRO certification (if applicable)		Figure A.1-4

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS	LOCATION
Response Personnel (sec. 1.3.4)	
Emergency response personnel list	Figure 3.1-3
Emergency response contractors	Figure 3.1-3, Figure 7.1-1, Appendix B
Evidence of response capability	Appendix B
Facility response team list (sec. 1.3.4)	Figure 3.1-3
Evacuation Plans (sec. 1.3.5)	
Facility-wide evacuation plan	Section 2.3
Reference to existing community evacuation plans (sec. 1.3.5.3)	Section 2.3
Evacuation routes shown on diagram	Figure C-7 or Figure 1
Qualified Individual's Duties (sec. 1.3.6)	
Description of duties	Section 4.5
Consistent with requirements	Section 4.5
Hazard Evaluation (sec. 1.4)	
Hazard Identification (sec. 1.4.1)	
Schematic Diagram	
Labeled schematic drawing	Figure C-6 or Figure 1
Above-ground tanks identified separately	Figure C-6 or Figure 1
Below-ground tanks identified separately	Figure C-6 or Figure 1
Surface impoundments identified separately	N/A
Tank Form:	
Tank number	Figure C-4
Substance stored	Figure C-4
Quantity stored	Figure C-4
Tank type and year installed	Figure C-4
Maximum capacity	Figure C-4
Failure/ Cause	Figure C-4
Surface Impoundment Form:	
Surface impoundment number	N/A
Substance stored	N/A
Quantity stored	N/A
Surface area/ year	N/A
Maximum capacity	N/A
Failure/ Cause	N/A

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS	LOCATION
Facility Operations Description:	
Loading and unloading procedures	Figure 1-3 (Current Operations)
Day to day operations	Figure 1-3 (Facility Data)
Secondary containment	Figure C-4
Daily throughput	Figure 1-3 (Facility Data)
Vulnerability Analysis (sec. 1.4.2)	
Vulnerability of:	
• Water intakes	Section 6.6, Section 6.7
• Schools	Section 6.6, Section 6.7
• Medical facilities	Section 6.6, Section 6.7
• Residential areas	Section 6.6, Section 6.7
• Business	Section 6.6, Section 6.7
• Wetlands or other environmentally sensitive areas	Section 6.6, Section 6.7
• Fish and wildlife	Section 6.6, Section 6.7
• Lakes and streams	Section 6.6, Section 6.7
• Endangered flora and fauna	Section 6.6, Section 6.7
• Recreational areas	Section 6.6, Section 6.7
• Transportation routes (air, land, and water)	Section 6.6, Section 6.7
• Utilities	Section 6.6, Section 6.7
• Other applicable areas (List below)	Section 6.6, Section 6.7
• Other areas:	Section 6.6, Section 6.7
Analysis of Potential for a Spill (sec. 1.4.3)	
Probability of spill occurring at the facility	Appendix D.2.1
Incorporates Factors:	
Tank age	Figure C-4 (Year Constructed/Installed)
Spill history	Figure C-13
Horizontal range of a potential spill	Figure D.4-1
Vulnerability to natural disaster	Appendix D.2.1
Facility Reportable Oil Spill History Description (sec. 1.4.4)	
Date of discharge	Figure C-13
List of discharge causes	Figure C-13
Materials discharged	Figure C-13
Amount discharged in gallons	Figure C-13
Amount of discharge that reached navigable waters	Figure C-13

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS	LOCATION
Facility Reportable Oil Spill History Description (sec. 1.4.4), Continued	
Effectiveness and capacity of secondary containment	Figure C-13
Clean-up actions taken	Figure C-13
Steps taken to reduce possibility of reoccurrence	Figure C-13
Total oil storage capacity of tank(s) or impoundment(s) from which material is discharged	Figure C-13
Effectiveness of monitoring equipment	Figure C-13
Description of how each spill was detected	Figure C-13
Discharge Scenarios (sec. 1.5)	
Small and Medium Volume Discharges (sec. 1.5.1)	
Small Volume Discharges	
Small volume discharge calculation for a facility	Appendix D.5
Facility-specific spill potential analysis	Appendix D.5
Average most probable discharge for "complexes"	N/A
1,000 feet of boom (1 hour deployment time)	Section 7.1.1, Figure 7.1-1, Appendix B
Correct amount of boom for "complexes"	N/A
Oil recovery devices equal to small discharge (2 hour recovery time)	Section 7.1.1, Figure 7.1-1, Appendix B
Oil storage capacity for recovered material	Section 7.1.1, Figure 7.1-1, Appendix B
Medium Volume Discharges	
Medium volume discharge calculation for a facility	Appendix D.5
Facility-specific spill potential analysis	Appendix D.5
Maximum most probable discharge for "complexes"	N/A
Oil recovery devices equal to medium discharge	Section 7.1.1, Figure 7.1-1, Appendix B
Availability of sufficient quantity of boom	Section 7.1.1, Figure 7.1-1, Appendix B
Oil storage capacity for recovered material	Section 7.1.1, Figure 7.1-1, Appendix B
Worst Case Discharge (WCD) (sec. 1.5.2)	
Correct WCD calculations	Appendix D.7
Correct WCD for "complexes"	N/A
Sufficient response resources for WCD	Appendix D.7, Figure 7.1-1, Appendix B
Sources and quantity of equipment for response to WCD	Appendix D.7, Figure 7.1-1, Appendix B
Oil storage capacity for recovered material	Appendix D.7, Figure 7.1-1, Appendix B

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS	LOCATION
Discharge Detection Systems (sec. 1.6)	
Discharge Detection by Personnel (sec. 1.6.1)	
Detection procedures	Appendix D.3
Discussion of facility inspections	Figure C-10, Appendix D.3
Initial response actions	Figure 2-1
Automated Discharge Detection (sec. 1.6.2)	
Equipment description	Figure C-3, Appendix D.3
Alarm verification procedures	Appendix D.3
Initial response actions	Figure 2-1
Plan Implementation (sec. 1.7)	
Response Resources (sec. 1.7.1)	
Demonstration of accessibility of proper response personnel and equipment	Appendix B
Emergency plans for spill response	Section 2
Additional training	Appendix A.2
Additional contracted help	Appendix B
Access to additional equipment/ experts	Appendix B
Ability to implement plan, including training and practice drills	Appendix A
Immediate Actions Form for small, medium, and worst-case spills	Figure 2-1
Disposal Plans (sec. 1.7.2)	
How and where materials will be disposed	Section 5.5, Section 7.3
Disposal permits	Section 5.5, Section 7.3
Containment and Drainage Planning (sec. 1.7.3)	
Incorporates Factors:	
Available volume of containment	Figure C-4, Figure C-3 (112.8(b)(3))
Route(s) of drainage	Figure C-6 or Figure 1
Construction materials used in drainage troughs	Figure C-3
Type and number of valves separators	Figure C-6 or Figure 1, Figure C-8 or Figure 3, Figure C-3
Sump pump capacities	Figure C-4, Figure C-6 or Figure 1
Containment capacity of weirs and booms	Section 7.1.1, Appendix B, Section 6.8
Other clean up materials	Section 7.1.1, Appendix B, Section 6.8

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS	LOCATION
Self-Inspection, Drills/ Exercises, and Response Training (sec. 1.8)	
Facility Self-Inspection (sec. 1.8.1)	
Inspection checklist (with dates)	Figure C-10
Records maintained for five years	Figure C-10, Figure C-11
Tank Inspection (sec. 1.8.1.1)	
Tank leaks	Figure C-10
Tank foundations	Figure C-10
Tank piping	Figure C-10
Response Equipment Inspection (sec. 1.8.1.2)	
Inventory (item and quantity)	Figure D.3-1
Storage location (time to access and respond)	Figure D.3-1
Operation status/ condition	Figure D.3-1
Actual use/ testing (last test date and frequency of testing)	Figure D.3-1
Shelf life	Figure D.3-1
Secondary Containment Inspection (sec. 1.8.1.3)	
Dike or berm system	Figure C-10
Secondary containment	Figure C-10
Retention and drainage ponds	Figure C-10
Facility Drills/ Exercises (sec. 1.8.2)	
Facility drills/ exercise description	Appendix A.1
Equipment deployment exercise	Appendix A.1
Unannounced exercise	Appendix A.1
Area exercises	Appendix A.1
Qualified Individual Notification Drills	Appendix A.1
Qualified Individual Notification Drill Log (sec. 1.8.2.1) (date, company, qualified individual, other contacted, emergency scenario, evaluation)	Appendix A.1
Spill Management Team Tabletop Exercises	Appendix A.1
Spill Management Team Tabletop Drill Log (sec. 1.8.2.2) (date, company, qualified individual, participants, emergency scenario, evaluation, changes to be implemented, time table for implementation)	Appendix A.1
Response Training (sec. 1.8.3)	
Description of response training program (including topics)	Figure A.2-2
Personnel Response Training Logs (name, response training date/ and number of hours, prevention training date/ and number of hours)	Figure A.2-3
Discharge Prevention Meeting Log (date, attendees)	Figure C-9

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS	LOCATION
Diagrams (sec. 1.9)	
Site Diagram includes:	
Entire facility to scale	Figure C-6 or Figure 1, Figure C-7 or Figure 1
Above and below-ground bulk storage tanks	Figure C-6 or Figure 1, Figure C-7 or Figure 1
Contents and capacities of bulk storage tanks	Figure C-4
Contents and capacities of drum storage areas	Figure C-4
Contents and capacities of surface impoundments	N/A
Process buildings	Figure C-6 or Figure 1, Figure C-7 or Figure 1
Transfer areas	Figure C-6 or Figure 1
Secondary containment systems	Figure C-6 or Figure 1, Figure C-7 or Figure 1
Structures where hazardous materials are used and capacity	Figure C-6 or Figure 1, Figure C-7 or Figure 1
Location of communication and emergency response equipment	Figure C-6 or Figure 1, Figure C-7 or Figure 1
Location of electrical equipment which contains oil	Figure C-6 or Figure 1
If a "complex" facility, interface between EPA and other regulating agencies	N/A
Site Drainage Diagram	
Major sanitary and storm sewers, manholes, and drains	Figure C-6 or Figure 1
Weirs and shut-off valves	Figure C-6 or Figure 1
Surface water receiving streams	Figure C-6 or Figure 1
Fire fighting water sources	Figure C-6 or Figure 1
Other utilities	Figure C-6 or Figure 1
Response personnel ingress and egress	Figure C-7 or Figure 1
Equipment transportation routes	Figure C-6 or Figure 1, Figure C-7 or Figure 1
Direction of spill flow from release points	Figure C-4, Figure C-6 or Figure 1
Site Evacuation Diagram includes:	
Site plan diagram with evacuation routes	Figure C-7 or Figure 1
Location of evacuation regrouping areas	Figure C-7 or Figure 1

FIGURE E-1 - EPA / FRP CROSS-REFERENCE, CONTINUED

EPA FRP REQUIREMENTS	LOCATION
Site Security (sec. 1.10)	
Emergency cut-off locations	Figure C-3, Appendix D.3
Enclosure	Figure C-3
Guards and their duties, day and night	Figure C-3
Lighting	Figure C-3
Valve and pump locks	Figure C-3
Pipeline connection caps	Figure C-3
Response Plan Cover Sheet (sec. 2.0)	
Owner/ operator of facility	Figure E-4
Facility name	Figure E-4
Facility address	Figure E-4
Facility phone number	Figure E-4
Latitude and longitude	Figure E-4
Dun and Bradstreet number	Figure E-4
North American Industrial Classification System (NAICS) Code	Figure E-4
Largest oil tank storage capacity	Figure E-4
Maximum oil storage capacity	Figure E-4
Number of oil storage tanks	Figure E-4
Worst case discharge amount	Figure E-4
Facility distance to navigable waters	Figure E-4
Applicability of substantial harm criteria	Figure E-4
Certification	Figure E-4

FIGURE E-2 - EPA / SPCC CROSS-REFERENCE

EPA SPCC REQUIREMENTS (40 CFR 112.7 and 112.8)	LOCATION
112.7 General requirements for Spill Prevention, Control, and Countermeasure Plans	
a. General requirements	
1. Include a discussion of your facility's conformance with the requirements listed in this part	Appendix C
3. Describe in your Plan the physical layout of the facility and include a facility diagram	Figure 1-3, Figure C-6 or Figure 1, Figure C-7 or Figure 1
i. The type of oil in each container and its storage capacity	Figure C-4
ii. Discharge prevention measures	Section 2, Figure C-3
iii. Discharge or drainage controls	Figure C-6 or Figure 1
iv. Countermeasures for discharge	Section 2
v. Methods of disposal	Section 7
vi. Contact list and phone numbers	Section 3
4. Unless you have submitted a response plan, provide information and procedures to report a discharge	N/A
5. Unless you have submitted a response plan, describe procedures you will use when a discharge occurs	N/A
b. Prediction of the direction, rate of flow, and total quantity of oil which could be discharged from the facility as a result of each type of major equipment failure	Figure C-4
c. Provide appropriate containment	Figure C-4
d. If you determine that the installation of any of the structures or pieces of equipment is not practicable, you must clearly explain in your Plan why such measures are not practicable; for bulk storage containers, conduct both periodic integrity testing of the containers and periodic integrity and leak testing of the valves and piping; and, unless you have submitted a response plan under § 112.20, provide in your Plan the following:	Appendix C
1. An oil spill contingency plan following the provisions of part 109 of this chapter	N/A
2. A written commitment of manpower, equipment, and materials	N/A
e. Inspections, tests, and records	Appendix C
f. Personnel, training, and discharge prevention procedures	Appendix C
1. Oil-handling personnel training	Appendix C
2. Person accountable for discharge prevention	Appendix C
3. Schedule and conduct discharge prevention briefings	Appendix C

FIGURE E-2 - EPA / SPCC CROSS-REFERENCE, CONTINUED

EPA SPCC REQUIREMENTS (40 CFR 112.7 and 112.8)	LOCATION
112.7 General requirements for Spill Prevention, Control, and Countermeasure Plans, continued	
g. Security (excluding oil production facilities)	Figure C-3
1. Facility fencing	Figure C-3
2. Master flow, drain valves, and other valves remain in closed position	Figure C-3
3. Lock the starter control on each oil pump in "off" position	Figure C-3
4. Securely cap or blank-flange the loading/ unloading connections	Figure C-3
5. Provide facility lighting	Figure C-3
i. Discovery of discharges occurring during hours of darkness	Figure C-3
ii. Prevention of discharges occurring through acts of vandalism	Figure C-3
h. Facility tank car and tank truck loading/ unloading rack (excluding offshore facilities)	Figure C-3
1. Catchment basin, treatment facility, or quick drainage system	Figure C-3
2. Provide vehicular disconnect warning system	Figure C-3
3. Inspect for discharges of the lower most drain	Figure C-3
i. Aboveground container brittle fracture evaluation	Figure C-3
j. Discussion of conformance with the applicable requirements	Figure C-3
k. Qualified Oil-filled Operational Equipment	Figure C-3
1. Qualification Criteria - Reportable Discharge History	Figure C-3
2. Alternative Requirements to General Secondary Containment	Figure C-3
i. Establish and document the facility procedures for inspections or a monitoring program to detect equipment failure and/or a discharge; and	Figure C-3
ii. Unless you have submitted a response plan under §112.20, provide in your Plan the following:	Figure C-3
A. An oil spill contingency plan following the provisions of part 109 of this chapter	Figure C-3
B. A written commitment of manpower, equipment, and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful	Figure C-3

FIGURE E-2 - EPA / SPCC CROSS-REFERENCE, CONTINUED

EPA SPCC REQUIREMENTS (40 CFR 112.7 and 112.8)	LOCATION
112.8 Spill Prevention, Control, and Countermeasure Plan requirements for onshore facilities (excluding production facilities)	
b. Facility drainage	Figure C-3
1. Restrain drainage from diked storage areas except where facility systems are designed to control such discharge	Figure C-3
2. Use valves of manual, open-and-closed design, for the drainage of diked areas	Figure C-3
3. Design facility drainage systems from undiked areas with a potential for a discharge to flow into ponds, lagoons, or catchment basins designed to retain oil or return it to the facility	Figure C-3
4. Equip the final discharge of all ditches inside the facility with a diversion system that would, in the event of an uncontrolled discharge, retain oil in the facility	Figure C-3
5. Where drainage waters are treated in more than one treatment unit and such treatment is continuous, and pump transfer is needed, provide two "lift" pumps and permanently install at least one of the pumps	Figure C-3
c. Bulk storage containers	Figure C-3
1. Not use a container for the storage of oil unless its material and construction are compatible with the material stored and conditions of storage such as pressure and temperature	Figure C-3
2. Provide a secondary means of containment for the entire capacity of the largest single container and sufficient freeboard to contain precipitation	Figure C-3
3. Not allow drainage of uncontaminated rainwater from the diked area into a storm drain or discharge of an effluent into an open watercourse, lake, or pond, bypassing the facility treatment system unless you:	Figure C-3
i. Normally keep the bypass valve sealed closed	Figure C-3
ii. Inspect the retained rainwater to ensure that its presence will not cause a discharge as described in § 112.1(b)	Figure C-3
iii. Open the bypass valve and reseal it following drainage under responsible supervision; and	Figure C-3
iv. Keep adequate records of such events, for example, any records required under permits issued in accordance with §§ 122.41(j)(2) and 122.41(m)(3) of this chapter	Figure C-3
4. Protect completely buried metallic storage tanks from corrosion	Figure C-3
5. Protect partially buried and bunkered tanks from corrosion	Figure C-3
6. Test each aboveground container for integrity on a regular schedule	Figure C-3
7. Control leakage through defective internal heating coils	Figure C-3

FIGURE E-2 - EPA / SPCC CROSS-REFERENCE, CONTINUED

EPA SPCC REQUIREMENTS (40 CFR 112.7 and 112.8)	LOCATION
112.8 Spill Prevention, Control, and Countermeasure Plan requirements for onshore facilities (excluding production facilities), continued	
8. Engineer or update each container installation in accordance with good engineering practice to avoid discharges. You must provide at least one of the following devices:	Figure C-3
i. High liquid level alarms with an audible or visual signal	Figure C-3
ii. High liquid level pump cutoff devices	Figure C-3
iii. Direct audible or code signal communication between the container gauger and the pumping station	Figure C-3
iv. A fast response system	Figure C-3
v. Regularly test liquid level sensing devices to ensure proper operation	Figure C-3
9. Observe effluent treatment facilities frequently enough to detect possible system upsets that could cause a discharge as described in § 112.1(b)	Figure C-3
10. Promptly correct visible discharges which result in a loss of oil from the container	Figure C-3
11. Position or locate mobile or portable oil storage containers to prevent a discharge	Figure C-3
d. Facility transfer operations, pumping, and facility process	Figure C-3
1. Provide protection of buried piping that is installed or replaced on or after August 16, 2002	Figure C-3
2. Cap or blank-flange the terminal connection at the transfer point	Figure C-3
3. Properly design pipe supports to minimize abrasion and corrosion and allow for expansion and contraction	Figure C-3
4. Regularly inspect all aboveground valves, piping, and appurtenances	Figure C-3
5. Warn all vehicles entering the facility to be sure that no vehicle will endanger aboveground piping or other oil transfer operations	Figure C-3

FIGURE E-3 - EPA / RCRA CROSS-REFERENCE

EPA / RCRA REQUIREMENTS (40 CFR PART 265.50 - 265.56)		LOCATION
§ 265.50	Applicability	
	The regulations in this subpart apply to owners and operators of all hazardous waste facilities, except as 265.1 provides otherwise.	Section 1.1
§ 265.51	Purpose and Implementation of Contingency Plan	
a	Each owner or operator must have a contingency plan for his facility. The contingency plan must be designed to minimize hazards to human health or the environment from fires, explosions, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water.	Section 1.1
b	The provisions of the plan must be carried out immediately whenever there is a fire, explosion, or release of hazardous waste or hazardous waste constituents that could threaten human health or the environment.	Section 1.1
§ 265.52	Content of Contingency Plan	
a	The contingency plan must describe the actions facility personnel must take to comply with 265.51 and 265.56 in response to fires, explosions, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water at the facility.	Section 2
b	If the owner or operator has already prepared a Spill Prevention, Control, and Countermeasure (SPCC) Plan in accordance with Part 112 of this chapter, or Part 1510 of Chapter V, or some other emergency or contingency plan, he need only amend that plan to incorporate hazardous waste management provisions that are sufficient to comply with the requirements of this part.	Section 7.3
c	The plan must describe arrangements agreed to by local police departments, fire departments, hospitals, contractors, and State and local emergency response teams to coordinate emergency services, pursuant to 265.37.	Figure 3.1-3
d	The plan must list names, addresses, and phone numbers (office and home) of all persons qualified to act as emergency coordinator (see 265.55), and this list must be kept up to date. Where more than one person is listed, one must be named as primary emergency coordinator and others must be listed in the order in which they will assume responsibility as alternates.	Figure 1-3
e	The plan must include a list of all emergency equipment at the facility (such as fire extinguishing systems, spill control equipment, communications and alarm systems (internal and external), and decontamination equipment), where this equipment is required. This list must be kept up to date. In addition, the plan must include the location and a physical description of each item on the list, and a brief outline of its capabilities.	Figure 4-2

FIGURE E-3 - EPA / RCRA CROSS-REFERENCE, CONTINUED

EPA / RCRA REQUIREMENTS (40 CFR PART 265.50 - 265.56)		LOCATION
§ 265.52	Content of Contingency Plan, Continued	
f	The plan must include an evacuation plan for facility personnel where there is a possibility that evacuation could be necessary. This plan must describe signal(s) to be used to begin evacuation, evacuation routes, and alternate evacuation routes (in cases where the primary routes could be blocked by releases of hazardous waste or fires).	Section 2.3, Section 5- Figure 2
§ 265.53	Copies of Contingency Plan	
	A copy of the contingency plan and all revisions to the plan must be:	-----
a	Maintained at the facility, and	Section 1.2; Figure 2.2
b	Submitted to all local police departments, fire departments, hospitals, and State and local emergency response teams that may be called upon to provide emergency services.	Section 1.2; Figure 2.2
§ 265.54	Amendment of Contingency Plan	
	The contingency plan must be reviewed, and immediately amended, if necessary, whenever:	-----
a	Applicable regulations are revised;	Section 1.2
b	The plan fails in an emergency;	Section 1.2
c	The facility changes in its design, construction, operation, maintenance, or other circumstances in a way that materially increases the potential for fires, explosions, or releases of hazardous waste or hazardous waste constituents, or changes the response necessary in an emergency;	Section 1.2
d	The list of emergency coordinators changes; or	Section 1.2
e	The list of emergency equipment changes.	Section 1.2
§ 265.55	Emergency Coordinator	
	At all times, there must be at least one employee either on the facility premises or on call (i.e., available to respond to an emergency by reaching the facility within a short period of time) with the responsibility for coordinating all emergency response measures. This emergency coordinator must be thoroughly familiar with all aspects of the facility's contingency plan, all operations and activities at the facility, the location and characteristics of waste handled, the location of all records within the facility, and the facility layout. In addition, this person must have the authority to commit the resources needed to carry out the contingency plan. <i>[Comment: The emergency coordinator's responsibilities are more fully spelled out in 265.56. Applicable responsibilities for the emergency coordinator vary, depending on factors such as type and variety of waste(s) handled by the facility, and type and complexity of the facility].</i>	Figure 1-3; Section 4.5; Appendix A

FIGURE E-3 - EPA / RCRA CROSS-REFERENCE, CONTINUED

EPA / RCRA REQUIREMENTS (40 CFR PART 265.50 - 265.56)		LOCATION
§ 265.56	Emergency Procedures	
a	Whenever there is an imminent or actual emergency situation, the emergency coordinator (or his designee when the emergency coordinator is on call) must immediately:	Section 4.5
a(1)	Activate internal facility alarms or communication systems, where applicable, to notify all facility personnel; and	Section 4.5
a(2)	Notify appropriate State or local agencies with designated response roles if their help is needed.	Section 4.5
b	Whenever there is a release, fire, or explosion, the emergency coordinator must immediately identify the character, exact source, amount, and a real extent of any released materials. He may do this by observation or review of facility records or manifests and, if necessary, by chemical analysis.	Section 4.5
c	Concurrently, the emergency coordinator must assess possible hazards to human health or the environment that may result from the release, fire, or explosion. This assessment must consider both direct and indirect effects of the release, fire, or explosion (e.g., the effects of any toxic, irritating, or asphyxiating gases that are generated, or the effects of any hazardous surface water run-offs from water or chemical agents used to control fire and heat-induced explosions).	Section 4.5
d	If the emergency coordinator determines that the facility has had a release, fire, or explosion which could threaten human health, or the environment, outside of the facility, he must report his findings as follows:	Section 4.5
d(1)	If his assessment indicates that evacuation of local areas may be advisable, he must immediately notify appropriate local authorities. He must be available to help appropriate officials decide whether local areas should be evacuated; and	Section 4.5
d(2)	He must immediately notify either the government official designated as the on-scene coordinator for that geographical area (in the applicable regional contingency plan under Part 1510 of this Title), or the National Response Center (using their 24-hour toll free number 800/424-8802). The report must include:	Section 4.5; Figure 3.1-2
d(2)(i)	Name and telephone number of reporter:	Figure 3.1-2
d(2)(ii)	Name and address of facility;	Figure 3.1-2
d(2)(iii)	Time and type of incident (e.g., release, fire);	Figure 3.1-2
d(2)(iv)	Name and quantity of material(s) involved, to the extent known;	Figure 3.1-2
d(2)(v)	The extent of injuries, if any; and	Figure 3.1-2
d(2)(vi)	The possible hazards to human health, or the environment, outside the facility.	Figure 3.1-2

"center">FIGURE E-3 - EPA / RCRA CROSS-REFERENCE, CONTINUED

EPA / RCRA REQUIREMENTS (40 CFR PART 265.50 - 265.56)		LOCATION
§ 265.56	Emergency Procedures (Cont'd)	
e	During an emergency, the emergency coordinator must take all reasonable measures necessary to ensure that fires, explosions, and releases do not occur, recur, or spread to other hazardous waste at the facility. These measures must include, where applicable, stopping processes and operations, collecting and containing released waste, and removing or isolating containers.	Section 2; Figure 2.1-1
f	If the facility stops operations in response to a fire, explosion or release, the emergency coordinator must monitor for leaks, pressure buildup, gas generation, or ruptures in valves, pipes or other equipment, wherever this is appropriate.	Section 2; Figure 2.1-1
g	Immediately after an emergency, the emergency coordinator must provide for treating, storing, or disposing of recovered waste, contaminated soil or surface water, or any other material that results from a release, fire, or explosion at the facility. <i>[Comment: Unless the owner or operator can demonstrate, in accordance with § 261.3(c) or (d) of this chapter, that the recovered material is not a hazardous waste, the owner or operator becomes a generator of hazardous waste and must manage it in accordance with all applicable requirements of Parts 262, 263, and 265 of this chapter].</i>	Section 7.3; Section 5.5
h	The emergency coordinator must ensure that, in the affected areas(s) of the facility:	-----
h(1)	No waste that may be incompatible with the released material is treated, stored, or disposed of until cleanup procedures are completed; and	Section 7.3; Section 5.5
h(2)	All emergency equipment listed in the contingency plan is cleaned and fit for its intended use before operations are resumed.	Section 5.4
i	The owner or operator must notify the Regional Administrator, and appropriate State and local authorities, that the facility is in compliance with paragraph (h) of this section before operations are resumed in the affected area(s) of the facility.	Figure 3.1-3
j	The owner or operator must note in the operating record the time, date, and details of any incident that requires implementing the contingency plan. Within 15 days after the incident, he must submit a written report on the incident to the Regional Administrator. The report must include:	Section 8.3
j(1)	Name, address, and telephone number of the owner or operator;	Section 8.3
j(2)	Name, address, and telephone number of the facility;	Section 8.3
j(3)	Date, time, and type of incident (e.g., fire, explosion);	Section 8.3

FIGURE E-3 - EPA / RCRA CROSS-REFERENCE, CONTINUED

EPA / RCRA REQUIREMENTS (40 CFR PART 265.50 - 265.56)		LOCATION
§ 265.56	Emergency Procedures (Cont'd)	
j(4)	Name and quantity of material(s) involved;	Section 8.3
j(5)	The extent of injuries, if any;	Section 8.3
j(6)	An assessment of actual or potential hazards to human health or the environment, where this is applicable; and	Section 8.3
j(7)	Estimated quantity and disposition of recovered material that resulted from the incident.	Section 8.3

FIGURE E-4 - OSHA CROSS-REFERENCE

OSHA EMPLOYEE EMERGENCY PLANS AND FIRE PREVENTION PLANS (29 CFR 1910.38 AND 1910.39)	LOCATION
Emergency Action Plans (29 CFR 1910.38)	
(c) Minimum elements of an emergency action plan. An emergency action plan must include at a minimum:	
(c)(1) Procedures for reporting a fire or other emergency;	Figure 2-1
(c)(2) Procedures for emergency evacuation, including type of evacuation and exit route assignments;	Figure C-7
(c)(3) Procedures to be followed by employees who remain to operate critical plant operations before they evacuate;	Section 2.3
(c)(4) Procedures to account for all employees after evacuation;	Section 2.3
(c)(5) Procedures to be followed by employees performing rescue or medical duties; and	Section 2.4
(c)(6) The name or job title of every employee who may be contacted by employees who need more information about the plan or an explanation of their duties under the plan.	Figure 3.1-3, Section 4.6
(d) Employee alarm system. An employer must have and maintain an employee alarm system. The employee alarm system must use a distinctive signal for each purpose and comply with the requirements in §1910.165.	Section 2.3
(e) Training. An employer must designate and train employees to assist in a safe and orderly evacuation of other employees.	Figure A.2-1
(f) Review of emergency action plan. An employer must review the emergency action plan with each employee covered by the plan:	
(f)(1) When the plan is developed or the employee is assigned initially to a job;	Figure A.2-1
(f)(2) When the employee's responsibilities under the plan change; and	Figure A.2-1
(f)(3) When the plan is changed.	Figure A.2-1
HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE (29 CFR 1910.120)	LOCATION
(l)(2) Elements of an emergency response plan. The employer shall develop an emergency response plan for emergencies which shall address, as a minimum, the following:	
(l)(2)(i) Pre-emergency planning.	Appendix C, Appendix D
(l)(2)(ii) Personnel roles, lines of authority, training, and communication.	Section 4
(l)(2)(iii) Emergency recognition and prevention.	Section 2.1
(l)(2)(iv) Safe distances and places of refuge.	Figure C-7
(l)(2)(v) Site security and control.	Figure 2.1-1, Section 5.6, Section 7.2
(l)(2)(vi) Evacuation routes and procedures.	Section 2.3, Figure C-7
(l)(2)(vii) Decontamination procedures which are not covered by the site safety and health plan.	Section 5.4
(l)(2)(viii) Emergency medical treatment and first aid.	Section 5.4

FIGURE E-4 - OSHA CROSS-REFERENCE, CONTINUED

HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE (29 CFR 1910.120)	LOCATION
(I)(2)(ix) Emergency alerting and response procedures.	Section 2.3
(I)(2)(x) Critique of response and follow-up.	Section 8.3
(I)(2)(xi) PPE and emergency equipment.	Section 5.4, Section 7.1.1
(I)(3) Procedures for handling emergency incidents.	
(I)(3)(i) In addition to the elements for the emergency response plan required in paragraph (I)(2) of this section, the following elements shall be included for emergency response plans:	
(I)(3)(i)(A) Site topography, layout, and prevailing weather conditions.	Figure 1-2, Figure D.4-1
(I)(3)(i)(B) Procedures for reporting incidents to local, state, and federal governmental agencies.	Figure 3.1-1
(I)(3)(ii) The emergency response plan shall be a separate section of the Site Safety and Health Plan.	Section 5.3
(I)(3)(iii) The emergency response plan shall be compatible and integrated with the disaster, fire and/or emergency response plans of local, state, and federal agencies.	Section 1.1
(I)(3)(iv) The emergency response plan shall be rehearsed regularly as part of the overall training program for site operations.	Figure A.2-1
(I)(3)(v) The site emergency response plan shall be reviewed periodically and, as necessary, be amended to keep it current with new or changing site conditions or information.	Section 1.2
(I)(3)(vi) An employee alarm system shall be installed in accordance with 29 CFR 1910.165 to notify employees of an emergency situation, to stop work activities if necessary, to lower background noise in order to speed communication, and to begin emergency procedures.	Section 2.3
(I)(3)(vii) Based upon the information available at time of the emergency, the employer shall evaluate the incident and the site response capabilities and proceed with the appropriate steps to implement the site emergency response plan.	Figure 2-1, Section 2.1

FIGURE E-5 - EPA RESPONSE PLAN COVER SHEET

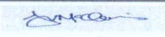
Owner/ operator of facility:	Magellan Pipeline Company, L.P.
Facility name:	Ft. Smith Terminal
Facility address (street address or route):	8101 Highway 71 South
City, state, and U.S. zip code	Ft. Smith, AR 72903
Facility mailing address:	As above
Facility phone number.:	(479) 646-1721
Latitude:	35 ° 18 ' 34 " N
Longitude:	-94 ° 23 ' 38 " W
Dun & Bradstreet number:	00-718-7038
Largest above ground oil storage tank capacity (gallons):	5,040,000
Number of above ground oil storage tanks:	20 (including additive tanks)
North American Industrial Classification System (NAICS):	486910
Maximum oil storage capacity (gallons):	13,369,721
Worst case oil discharge amount (bbls.):	120,000
Facility distance to navigable water; mark the appropriate line.	
0-1/4 <input type="checkbox"/>	1/4-1/2 mile <input type="checkbox"/>
1/2 - 1 mile <input checked="" type="checkbox"/>	> 1 mile <input type="checkbox"/>
APPLICABILITY OF SUBSTANTIAL HARM CRITERIA	
Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?	
YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
Does the facility have a total oil storage capacity greater than or equal to one million gallons and, within any storage area, does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation?	
YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
Does the facility have a total oil storage capacity greater than or equal to one million gallons and is the facility located at a distance (as calculated using the appropriate formula in or a comparable formula) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments?	
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
Does the facility have a total oil storage capacity greater than or equal to one million gallons and is the facility located at a distance (using the appropriate formula in or a comparable formula) such that a discharge from the facility would shut down a drinking water intake?	
YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
Does the facility have a total oil storage capacity greater than or equal to one million gallons and has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last five years?	
YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
CERTIFICATION	
I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and that based on my inquiry of those individuals responsible for obtaining information, I believe that the submitted information is true, accurate, and complete.	
 Signature: Name: Austin McClain	Date: May 13, 2005 Title: Response Plan Coordinator

FIGURE E-6 - STATE CROSS-REFERENCE**ARKANSAS D.E.Q.*****Regulation No. 23*****HAZARDOUS WASTE MANAGEMENT CODE CROSS-REFERENCE**

Arkansas does not have any additional reporting requirements more stringent than the Federal guidelines. However, a courtesy call to the Arkansas Office of Emergency Services via the 24-hour number (800) 322-4012 and also the ADEQ (501) 562-7444 during business hours is recommended.

APPENDIX F

ACRONYMS AND DEFINITIONS

Last revised: January 2005

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F.1 Acronyms

F.2 Definitions

F.1 ACRONYMS

ACP	Area Contingency Plan
AFFF	Aqueous Film Forming Foam
ASTM	American Society of Testing Materials
BBL	Barrel(s)
BLM	Bureau of Land Management (USDOI)
BPD	Barrels Per Day
BPH	Barrels Per Hour
CERCLA	Comprehensive Environmental Response, Compensation & Liability Act of 1980, as amended
CFR	Code of Federal Regulations
CO ₂	Carbon Dioxide
COTP	Captain of the Port (USCG)
CRZ	Contamination Reduction Zone
CWA	Clean Water Act of 1977 (Federal)
EAP	Emergency Action Plan
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EPA	U. S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
ERAP	Emergency Response Action Plan
ERP	Emergency Response Plan
ERT	Emergency Response Team
FAA	Federal Aviation Administration
FEMA	Federal Emergency Management Agency
FOSC	Federal On-Scene Coordinator
FRP	Facility Response Plan
FRT	Facility Response Team
FWPCA	Federal Water Pollution Control Act of 1972
GIS	Geographic Information System
GPM	Gallons Per Minute
HAZMAT	Hazardous Materials
HMIS	Hazardous Material Information System
IC	Incident Commander
ICS	Incident Command System
JIC	Joint Information Center
LEL	Lower Explosive Limit

F.1 ACRONYMS, CONTINUED

LEPC	Local Emergency Planning Committee
LEPD	Local Emergency Planning District
LNG	Liquid Natural Gas
LPG	Liquefied Petroleum Gas
MPC	Magellan Pipeline Company, L.P.
MSDS	Material Safety Data Sheets
MTR	Marine Transportation Related
N/A	Not Applicable
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NIIMS	National Interagency Incident Management System
NM	Nautical Miles
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRDA	National Resource Damage Assessment
NRT	National Response Team
OBA	Oxygen Breathing Apparatus
OPA 90	Oil Pollution Act of 1990
OSC	On-Scene Coordinator/Commander
OSHA	Occupational Safety and Health Administration (USDH)
PHMSA	Pipeline and Hazardous Materials Safety Administration (DOT)
PPE	Personal Protective Equipment
PREP	(National) Preparedness for Response Exercise Program
QI	Qualified Individual
RCRA	Resource Conservation and Recovery Act of 1976
RQ	Reportable Quantity
SARA	Superfund Amendments and Reauthorization Act
SCADA	Supervisory Control and Data Acquisition (System)
SCBA	Self Contained Breathing Apparatus
SDWA	Safe Drinking Water Act of 1986
SERC	State Emergency Response Commission
SETS	Safety Environment and Training Services
SI	Surface Impoundment
SIC	Standard Industrial Classification (Code)
SMT	Spill Management Team
SOSC	State On-Scene Coordinator
SPCC	Spill Prevention, Control, and Countermeasures (Plan)

F.1 ACRONYMS, CONTINUED

SSC	Scientific Support Coordinator (NOAA)
UCS	Unified Command System
UEL	Upper Explosive Limit
USACOE	U. S. Army Corps of Engineers
USCG	U. S. Coast Guard
USDOD	U. S. Department of Defense
USDL	U. S. Department of Labor
USDOE	U. S. Department of Energy
USDOI	U. S. Department of the Interior
USDOJ	U. S. Department of Justice
USDOT	U. S. Department of Transportation
USFWS	U. S. Fish and Wildlife Service (USDOI)
USGS	U. S. Geological Survey (USDOI)

F.2 DEFINITIONS

Adverse Weather

The weather conditions that will be considered when identifying response systems and equipment in a response plan for the applicable operating environment. Factors to consider include significant wave height, ice, temperature, weather-related visibility, and currents with the Captain of the Port (COTP) zone in which the systems or equipment are intended to function.

Aqueous Film Forming Foam

A fluoro-carbon surfactant that acts as an effective vapor securing agent due to its effect on the surface tension of the water. Its physical properties enable it to float and spread across surfaces of a hydrocarbon fuel with more density than protein foam.

Average Most Probable Discharge (USCG)

A discharge of the lesser of 50 barrels (2100 gallons) or one percent of the volume of the worst case discharge.

Barrel

Measure of space occupied by 42 U. S. gallons at 60 degrees Fahrenheit.

Bleve

A boiling liquid-expanding vapor explosion; failure of a liquefied flammable gas container caused by fire exposure. Pronounced "blevey."

Boilover

Occurs when the heat from a fire in a tank travels down to the bottom of the tank causing water that is already there to boil and push part of the tank's contents over the side.

Carbon Dioxide

A heavy, colorless, odorless, asphyxiating gas, that does not normally support combustion. It is one and one-half times heavier than air and when directed at the base of a fire its action is to dilute the fuel vapors to a lean mixture to extinguish the fire.

Class A Fire

A fire involving common combustible materials which can be extinguished by the use of water or water solutions. Materials in this category include wood and wood-based materials, cloth, paper, rubber and certain plastics.

Class B Fire

A fire involving flammable or combustible liquids, flammable gases, greases and similar products. Extinguishment is accomplished by cutting off the supply of oxygen to the fire or by preventing flammable vapors from being given off.

Class C Fire

A fire involving energized electrical equipment, conductors or appliances. Nonconducting extinguishing agents must be used for the protection of firefighters.

Class D Fire

A fire involving combustible metals, for example, sodium, potassium, magnesium, titanium and aluminum. Extinguishment is accomplished through the use of heat-absorbing extinguishing agents such as certain dry powders that do not react with the burning metals.

F.2 DEFINITIONS, CONTINUED

Cold (Support) Zone

An area free of contaminants so that Personal Protection Equipment (PPE) is not required for personnel working in this area. Command functions and supporting operations are carried out here.

Command Post

A site located at a safe distance from the spill site where response decisions are made, equipment and manpower deployed, and communications handled. The Incident Commander and the On-Scene Coordinators may direct the on-scene response from this location.

Communication Equipment

Equipment that will be utilized during response operations to maintain communication between employees, contractors, federal/state/local agencies.

Containment Boom

A flotation/freeboard device, made with a skirt/curtain, longitudinal strength member, and ballast unit/weight designed to entrap and contain the product for recovery.

Contamination Reduction Zone

Same as the warm zone, a buffer between the hot and cold zones. Decontamination activities take place there. Equipment needed to support the primary response operation may be staged in the warm zone.

Contingency Plan

A document used by: (1) federal, state, and local agencies to guide planning and response procedures regarding spill of oil, hazardous substances, or other emergencies; (2) a document used by industry as a response plan to spills of oil, hazardous substances, or other emergencies occurring upon their vessels or at their facilities.

Contract or Other Approved Means

Includes:

- A written contractual agreement with a response contractor. The agreement should identify and ensure the availability of the specified personnel and equipment described under U.S.C.G. Regulations within stipulated response times in the specified geographic areas
- Certification by the facility owner or operator that the specified personnel and equipment described under USCG Regulations are owned, operated, or under the direct control of the facility owner or operator, and are available within stipulated times in the specified geographic areas
- Active membership in a local or regional oil spill removal organization that has identified specified personnel and equipment described under USCG Regulations that are available to respond to a discharge within stipulated times in the specified geographic areas
- A document which:
 - Identifies the personnel, equipment, services, capable of being provided by the response contractor within stipulated response times in specified geographic areas
 - Sets out the parties' acknowledgment that the response contractor intends to commit the resources in the event of a response
 - Permits the Coast Guard to verify the availability of the response resources identified through tests, inspections, drills
 - Is incorporated by reference in the Response Plan
- For a facility that could reasonably be expected to cause substantial harm to the environment, with the consent of the response contractor or oil spill removal organization, the identification of a response contractor or oil spill removal organization with specified equipment and personnel which are available within stipulated response times in specific geographic areas.

F.2 DEFINITIONS, CONTINUED

Demand Breathing Apparatus

A type of self-contained breathing apparatus that provides air or oxygen from a supply carried by the user.

Dispersants

Those chemical agents that emulsify, disperse, or solublize oil into the water column or promote the surface spreading of oil slicks to facilitate dispersal of the oil into the water column.

Diversions Boom

A flotation/freeboard device, made with a skirt/curtain, longitudinal strength member, and ballast unit/weight designed to deflect or divert the product towards a pick up point, or away from certain areas.

Environmentally Sensitive Areas

Streams and water bodies, aquifer recharge zones, springs, wetlands, agricultural areas, bird rookeries, endangered or threatened species (flora and fauna) habitat, wildlife preserves or conservation areas, parks, beaches, dunes, or any other area protected or managed for its natural resource value.

Exclusion Zone

Same as hot zone, the area where a hazard exists. This is the hazardous location on site, therefore entry requires personal protective equipment (PPE). It must be big enough for both mitigation activities and protection of personnel in the warm zone should an explosion, fire, change of wind direction, or an unexpected release occur during response activities.

Explosive Range

Flammable range; the range of the mixture of air and flammable gas or flammable vapor of liquids that must be present in the proper proportions for the mixture to be ignited. The range has upper and lower limits; any mixture above the upper explosive limit or below the lower explosive limit will not burn.

Facility

Any pipeline, structure, equipment, or device used for handling oil including, but not limited to, underground and aboveground storage tanks, impoundments, mobile or portable drilling or workover rigs, barge mounted drilling or workover rigs, and portable fueling facilities located offshore or on or adjacent to coastal waters or any place where a discharge of oil from the facility could enter coastal waters or threaten to enter the coastal waters.

Federal Fund

The oil spill liability trust fund established under OPA.

First Responders, First Response Agency

A public health or safety agency (i.e., fire service or police department) charged with responding to a spill during the emergency phase and alleviating immediate danger to human life, health, safety, or property.

Flashover

The ignition of combustibles in an area heated by convection, radiation, or a combination of the two. The action may be a sudden ignition in a particular location followed by rapid spread or a "flash" of the entire area.

F.2 DEFINITIONS, CONTINUED

Flash Point

The temperature at which a liquid fuel gives off sufficient vapor to form an ignitable mixture near its surface.

Foam

A blanket of bubbles that extinguishes fire mainly by smothering. The blanket prevents flammable vapors from leaving the surface of the fire and prevents oxygen from reaching the fuel. The water in the foam also has a cooling effect.

Hazardous Material

Any nonradioactive solid, liquid, or gaseous substance which, when uncontrolled, may be harmful to humans, animals, or the environment. Including but not limited to substances otherwise defined as hazardous wastes, dangerous wastes, extremely hazardous wastes, oil, or pollutants.

Hazardous Substance

Any substance designed as such by the Administrator of EPA pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act; regulated pursuant to Section 311 of the Federal Water Pollution Control Act.

Hazardous Waste

Any solid waste identified or listed as a hazardous waste by the Administrator of the EPA pursuant to the federal Solid Waste Disposal Act, as amended by the Resources Conservation and Recovery Act (RCRA), 42 U.S.C., Section 6901, et seq as amended. The EPA Administrator has identified the characteristics of hazardous wastes and listed certain wastes as hazardous in Title 40 of the Code of Federal Regulations, Part 261, Subparts C and D respectively.

Higher Volume Port Area

Ports of:

- Boston, MA
- New York, NY
- Delaware Bay and River to Philadelphia, PA
- St. Croix, VI
- Pascagoula, MS
- Mississippi River from Southwest Pass, LA to Baton Rouge, LA
- Louisiana Offshore Oil Port (LOOP), LA
- Lake Charles, LA
- Sabine-Natchez River, TX
- Galveston Bay and Houston Ship Channel, TX
- Corpus Christi, TX
- Los Angeles/Long Beach Harbor, CA
- San Francisco Bay, San Pablo Bay, Carquinez Strait, Suisun Bay to Antioch, CA
- Straits of Juan de Fuca and Puget Sound, WA
- Prince William Sound, AK

Hot (Exclusion) Zone

The area where a hazard exists. This is the hazardous location on site, therefore entry requires personal protective equipment (PPE). It must be big enough for both mitigation activities and protection of personnel in the warm zone should an explosion, fire, change of wind direction, or an unexpected release occur during response activities.

F.2 DEFINITIONS, CONTINUED

Hyperthermia

A dangerously high fever that can damage nerve centers. This condition can result from exposure to excessive heat over an extended period of time.

Ignition Temperature

The lowest temperature at which a fuel will burn without continued application of an ignition source.

Incident Commander (IC)

The one individual in charge at any given time of an incident. The Incident Commander will be responsible for establishing a unified command with all on-scene coordinators.

Incident Command System

A method by which the response to an extraordinary event, including a spill, is categorized into functional components and responsibility for each component assigned to the appropriate individual or agency.

Interim Storage Site

A site used to temporarily store recovered oil or oily waste until the recovered oil or oily waste is disposed of at a permanent disposal site. Interim storage sites include trucks, barges, and other vehicles, used to store waste until the transport begins.

Lead Agency

The government agency that assumes the lead for directing the spill response.

Lead Federal Agency

The agency which coordinates the federal response to incidents on navigable waters. The lead Federal agencies are:

- **U. S. Coast Guard (USCG):** Oil and chemically hazardous materials incidents on navigable waters
- **Environmental Protection Agency (EPA):** Oil and chemically hazardous materials incidents on most inland waters and in the inland zone

Lead State Agency

The agency which coordinates state support to Federal and/or Local governments or assumes the lead in the absence of a Federal spill response.

Lower Flammable Limit

Minimum flammable concentration of a particular gas in the air.

Marine Transportation-Related Facility (MTR Facility)

An onshore facility, including piping and any structure used to transfer oil to or from a vessel, subject to regulation under 33 CFR Part 154 and any deepwater port subject to regulation under 33 CFR Part 150.

Maximum Extent Practicable

The planning values derived from the planning criteria used to evaluate the response resources described in the response plan to provide the on-water recovery capability and the shoreline protection and clean-up capability to conduct response activities for a worst case discharge from a facility in adverse weather.

Maximum Most Probable Discharge (USCG)

A discharge of the lesser of 2,500 barrels or ten percent of the volume of a worst case discharge.

F.2 DEFINITIONS, CONTINUED**Medium Discharge (EPA)**

Same as maximum most probable discharge.

National Contingency Plan

The plan prepared under the Federal Water Pollution Control Act (33 United States Code '1321 et seq) and the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (42 United State Code '9601 et seq), as revised from time to time.

Nearshore Area

The area extending seaward 12 miles from the boundary lines defined in 46 CFR Part 7, except in the Gulf of Mexico. In the Gulf of Mexico, it means the area extending seaward 12 miles from the line of demarcation (COLREG) lines) defined in '80.740 - 80.850 of Title 33 of the CFR.

Non-Persistent or Group I Oil

A petroleum-based oil that, at the time of shipment, consists of hydrocarbon fractions:

- At least 50% of which by volume, distill at a temperature of 340EC (645EF)
- At least 95% of which volume, distill at a temperature of 370EC (700EF)

Non-Petroleum Oil

Oil of any kind that is not petroleum-based. It includes, but is not limited to, animal and vegetable oils.

Offshore Area

The area beyond 12 nautical miles measured from the boundary lines defined in 46 CFR Part 7 extending seaward to 50 nautical miles, except in the Gulf of Mexico. In the Gulf of Mexico it is the area beyond 12 nautical miles of the line of demarcation (COLREG lines) defined in '80-740 - 80.850 of Title 33 of the CFR extending seaward to 50 nautical miles.

Oil or Oils

Naturally occurring liquid hydrocarbons at atmospheric temperature and pressure coming from the earth, including condensate and natural gasoline, and any fractionation thereof, including, but not limited to, crude oil, petroleum gasoline, fuel oil, diesel oil, oil sludge, oil refuse, and oil mixed with wastes other than dredged spoil. Oil does not include any substance listed in Table 302.4 of 40 CFR Part 302 adopted August 14, 1989, under Section 101(14) of the Federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended by P.L. 99-499.

Oil Spill Removal Organization (OSRO)

An entity that provides oil spill response resources, and includes any for profit or not-for-profit contractor, cooperative, or in-house response resources that have been established in a geographic area to provide required response resources.

Operating Area

The rivers and canals, inland, nearshore, Great Lakes, or offshore geographic location(s) in which a facility is handling, storing, or transporting oil.

Operating Environment

Rivers and canals, inland, Great Lakes, or ocean. These terms are used to define the conditions in which response equipment is designed to function.

Overhaul

A procedure following a fire whereby the area is examined for hidden fire and fire extension and the fire area is cleaned up.

F.2 DEFINITIONS, CONTINUED

Owner or Operator

Any person, individual, partnership, corporation, association, governmental unit, or public or private organization of any character.

Persistent Oil

A petroleum-based oil that does not meet the distillation criteria for a non-persistent oil. For the purposes of this Appendix, persistent oils are further classified based on specific gravity as follows:

- Group II - specific gravity less than .85
- Group III - specific gravity between .85 and less than .95
- Group IV - specific gravity .95 to and including 1.0
- Group V - specific gravity greater than 1.0

Primary Response Contractor(s)

An individual, company, or cooperative that has contracted directly with the plan holder to provide equipment and/or personnel for the containment or cleanup of spilled oil.

Qualified Individual(s)

An English-speaking representative(s) of the facility identified in the plan, located in the United States, available on a 24-hour basis, familiar with implementation of the facility response plan, and trained in his or her responsibilities under the plan. This person must have full written authority to implement the facility's response plan. This includes:

- Activating and engaging in contracting with identified oil spill removal organization(s)
- Acting as a liaison with the predesignated of Federal On-Scene Coordinator (FOCS)
- Obligating, either directly or through prearranged contracts, funds required to carry out all necessary or directed response activities

Regional Response Team

The Federal Response Organization (consisting of representatives from selected Federal and State agencies) which acts as a regional body responsible for planning and preparedness before an oil spill occurs and providing advice to the FOSC in the event of a major or substantial spill.

Reid Vapor Pressure Method

Method used by the American Society of Testing Materials to test vapor pressure. It is a measure of the volatility, or tendency to vaporize, of a liquid.

Responsible Party

Any person, owner/operator, or facility that has control over an oil or hazardous substance immediately before entry of the oil or hazardous substance into the atmosphere or in or upon the water, surface, or subsurface land of the state.

Rivers and Canals

A body of water confined within the inland area that has a projected depth of 12 feet or less, including the Intracoastal Waterway and other waterways artificially created for navigation.

F.2 DEFINITIONS, CONTINUED

Skimmers

Mechanical devices used to skim the surface of the water and recover floating oil. Skimmers fall into four basic categories (suction heads, floating weirs, oleophilic surface units, and hydrodynamic devices) which vary in efficiency depending on the type of oil and size of spill.

Slopoover

An event that occurs when water is introduced into a tank of very hot liquid, causing the liquid to froth and spatter.

Small Discharge (EPA)

Same as average most probable discharge.

Sorbents

Materials ranging from natural products to synthetic polymeric foams placed in confined areas to soak up small quantities of oil. Sorbents are very effective in protecting walkways, boat decks, working areas, and previously uncontaminated or cleaned areas.

Spill Management Team

The personnel identified to staff the organizational structure identified in a response plan to manage response plan implementation.

Spontaneous Ignition

A fire that occurs without a flame, spark, hot surface, or other outside source of ignition.

Staging Areas

Designated areas near the spill site accessible for gathering and deploying equipment and/or personnel.

State Emergency Response Commission (SERC)

A group of officials appointed by the Governor to implement the provisions of Title III of the Federal Superfund Amendments and Reauthorization Act of 1986 (SARA). The SERC approves the State Oil and Hazardous Substance Discharge Prevention and Contingency Plan and Local Emergency Response Plans.

Static Electricity

Charges of electricity accumulated on opposing and usually moving surfaces having negative and positive charges, respectively. A hazard exists where the static potential is sufficient to discharge a spark in the presence of flammable vapors or combustible dusts.

Support Zone

Same as cold zone, an area free of contaminants so that personal protection equipment (PPE) is not required for personnel working in this area. Command functions and supporting operations are carried out here.

Tornado Warning

A tornado has been sighted.

Tornado Watch

Conditions are favorable for tornados to form.

F.2 DEFINITIONS, CONTINUED

Unified Command

The method by which local, state, and federal agencies will work with the Incident Commander to:

- Determine their roles and responsibilities for a given incident
- Determine their overall objectives for management of an incident
- Select a strategy to achieve agreed upon objectives
- Deploy resources to achieve agreed-upon objectives

Warm (Contamination Reduction) Zone

A buffer between the hot and cold zones. Decontamination activities take place there. Equipment needed to support the primary response operation may be staged in the warm zone.

Waste

Oil or contaminated soil, debris, and other substances removed from coastal waters and adjacent waters, shorelines, estuaries, tidal flats, beaches, or marshes in response to an unauthorized discharge. Waste means any solid, liquid, or other material intended to be disposed of or discarded and generated as a result of an unauthorized discharge of oil. Waste does not include substances intended to be recycled if they are in fact recycled within 90 days of their generation or if they are brought to a recycling facility within that time.

Wildlife Rescue

Efforts made in conjunction with federal and state agencies to retrieve, clean, and rehabilitate birds and wildlife affected by an oil spill.